



TOWN OF MARION FISCAL YEAR 2021 BUDGET

PREPARED BY

JAMES McGRAIL, TOWN ADMINISTRATOR

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Town of Marion
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DATE: January 31, 2020
TO: Board of Selectmen
Finance Committee
FROM: Jay McGrail, Town Administrator
SUBJECT: Fiscal Year 2021 Budget

Fiscal Year 2021 Budget Executive Summary

Attached is the Town Administrator's recommended balanced budget for FY21. Department Heads were asked to present a "level-services" budget with additional requests made separately. Overall growth for the Town of Marion's FY21 budget is projected to be 3.15%. This is the lowest overall growth number in the past five years, and down 2.44% from FY20 (included in the FY20 increase was a \$420,000 operational override for outsourcing trash). Judy Mooney's hard work along with the Department Heads contributions deserve recognition for this achievement.

Our FY21 revenue estimates are based on historical data and continue to be conservative, which will help us strengthen our financial outlook and maintain our AAA Bond credit rating. We worked with the Board of Assessors to identify a solid New Growth estimate for FY21 and lower our budget support from "Free Cash" from \$370,000 in FY20 to \$350,000 in FY21. Funding OPEB as well as capital stabilization and keeping overall growth low have been a team priority in FY21.

Included in the FY21 expense budget of each department are the costs associated with the Collins Center Study on Salaries and Wages for employees. This study was funded through the Community Compact Grant and allows the Town of Marion to remain competitive in the job market.

Another significant expense is the cost associated with solid waste disposal beginning in January 2021. The Town of Marion has received solid waste disposal at no cost from Covanta for the past few decades and this opportunity ends on December 31, 2020. Beginning in January 2021, the Town is under contract for five years with Covanta (SEMASS) for the disposal. The new cost is included in this budget and has been absorbed through the tax levy without an override being required.

Please note, the figures used for our two regional school districts, Old Rochester Regional (ORR) and Upper Cape Regional Vocational School, are still an estimate provided from the School Superintendents and are subject to school committee approval in mid-March.

Departmental Spending: (Departments highlighted had significant changes from FY20 to FY21)

Public Works:

Highway

The Highway Division successfully outsourced trash and recycling to a private contractor. Follow up to the reallocation of cost, the Director is assessing the redeployment of highway personnel to other work functions (or new work functions) in order to validate appropriate staff levels for FY2021. One FTE has not been funded in the FY21 Highway budget, this position has been left unfilled after a resignation.

Water

The Water Division will continue to dedicate staff to faulty meter replacement through FY2020 and FY2021. Several major capital projects will be underway that include water main replacement and water treatment installation. Finally, the Mattapoissett River Valley Water District will be rehabilitating their water treatment facility and that effort will require Water Division staff participation.

Sewer

The Sewer Division staff will dedicate significant time to the Wastewater Treatment Plant Improvements by collaborating with our construction manager and design engineer, while objectively maintaining all wastewater permit requirements. One full time staff engineer was added to manage the Town's storm water permit typically accomplished through consultant. The engineer will also provide administration and inspection on Capital Projects and Programs.

Fire:

The Marion Fire Department is requesting one additional full-time employee to assist with responding to emergencies during normal weekday business hours when the highest call volumes are experienced. As with many other fire departments across the nation, we have experienced a decline in the number of paid-on-call firefighters available to assist with emergencies during these hours. Besides responding to fire emergencies, the Marion Fire Department also responds to all medical emergencies within our community. The Marion Fire Department is also responsible to conduct over four hundred fire and life safety inspections during the calendar year. Other duties that this position can assist with include fire prevention, public education, administrative duties, grant writing and compliance, apparatus maintenance and response with a second ambulance when multiple calls occur at the same time. Massachusetts has adopted OSHA standards for all public sector employees. Adding one additional full-time firefighter allows interior search and fire attack immediately upon arrival in compliance with OSHA standards. This position is critical for the preservation of life and property and the health and wellbeing of our firefighters.

Building Department:

The Building department is happy to report the Commonwealth of Massachusetts has awarded the department an IT Grant in the amount of \$22,688.00. The online permitting will help streamline the permitting process and reduce foot traffic up to 70%. The service will allow contractors and residents to apply for a permit 24/7. The information that will be provided will be more accurate, improving any future errors. All departments will have access to the application at real time to ensure compliance with any of their particular regulations. An applicant will have access to the service to monitor the progress of their individual application in near real time. Over all the product will provide a better service to the residents of Marion. The FY21 Building department budget has been increased by \$8100 to allow for the annual support needed to run this software program.

Sippican School:

The FY21 Sippican budget is \$6,243,227, an increase of \$94,526 or 1.54%. The regular day budget was increased by \$138,030, while the special education budget was reduced by \$43,504. In addition, the FY21

budget is being offset by circuit breaker, grants, and prepaid funds of approximately \$119,000, note this is a reduction of approximately \$89,000 in offset funds.

The majority of the increases in the FY21 budget are a result of contract negotiations and personnel changes. There are three other areas that have significant changes; program (061) professional development, \$19,750 will be used to support teacher training to implement a new reading program in K-2; the computer program line (093), \$23,986 will support computer leases and upgrade to our computer initiative, which are no longer supported from outside sources, and in program 127 psychological service (127), \$30,342 will be used to hire a .4FTE to support the growing social and emotional needs of our students.

Elizabeth Taber Library:

The Elizabeth Taber Library (ETL) is requesting a 25% increase in allocation from Town budget, including 2.5% for materials, programs, operations and raises for FTEs, \$31,200 for an additional 30-hour per week FTE, and \$6,178 in additional PTE compensation in step with the State minimum wage increases, required each year through FY2023. This request is in response to stagnating wages and staffing hours, despite dramatic growth in patronage (up 43% this past fiscal year) and circulation (up 26% this fiscal year). If restricted to a 2.5% increase each year, our part-time starting wage will be less than minimum wage by 2023. Our library's unique funding structure puts the library in a different position compared to peer libraries in the tri-town and state-wide. Based on the Massachusetts Library Association 2018 Survey (most recent available), TAMI (total appropriated municipal income) made up less than 60% of the ETL's operating income (compared to Mattapoisett at 96.07%, Middleton at 99.57%, Rochester at 92.67%, and West Bridgewater at 91.26%.) This means the ETL had to raise over \$111,000 in FY18 beyond our TAMI in order to operate. The ETL staff are responsible for the standard library operations of our peer organizations including programming, patron services and community outreach, in addition to implementing fundraising efforts. Despite additional fundraising responsibilities, the ETL operates with half as many staffing hours as peer libraries (123 staff hours per week compared to Middleton at 289, West Bridgewater at 258, and Mattapoisett at 288) even though the hours of operation of all these institutions are between 40-45 hours a week. Our part-time employees currently work on average 11 hours a week, usually 2-3 days a week, which makes organizing long-term projects or planning improvements difficult. Safety is also a concern, as our limited staffing often leaves one employee monitoring and operating the entire library alone. While the ETL has a dedicated team of volunteers, state privacy laws restrict non-employees from many library duties including those related to circulation and fundraising. The library requires additional full-time staffing to continue providing library services to the community of Marion, and to organize and implement fundraising required for annual operations.

REVENUE CATEGORIES**Explanation****Tax Levy:**

Tax Levy

This figure reflects the prior fiscal year's tax levy as defined on the recap sheet approved by the Department of Revenue (DOR).

2.5% Increase

The prior fiscal year's tax levy multiplied by 2.5%, the maximum amount allowed by State law without the approval of an override of Proposition 2.5.

Estimated New Growth

The estimated new tax levy growth based on the projected construction of new homes, businesses, additions, etc.

Excess Levy Reserve Est.

The projected amount of excess levy capacity that will exist once the upcoming fiscal year's tax rate is certified by the DOR.

Overrides / Exclusions

Any operating budget overrides approved by the voters for the specified fiscal year. Overrides can only be put before the voters by the Board of Selectmen and must receive the approval of both Town Meeting and a successful ballot vote at a Town election.

Other Revenue:

State Aid: Discretionary

This figure reflects the estimated funding levels for the upcoming fiscal year's Cherry Sheet provided by the DOR.

State Ch. 70 Aid: School

This figure reflects the estimated Ch. 70 school funding amount for the upcoming fiscal year.

Estimated Local Receipts

This figure reflects the Town's estimated local receipts for the upcoming fiscal year.

Surplus Revenue / Free Cash

This figure reflects the amount of surplus revenue (also known as free cash) certified by the DOR for use by the Town.

Overlay Release

This figure represents the projected overlay reserves that can appropriately be released by the Board of Assessors and used for the upcoming fiscal year's budget.

Transfer from Stabilization Fund

This figure reflects any approved transfers from the Stabilization Fund for the specified fiscal year.

ReCap Sheet Items:

Abatements / Overlay

This amount is set aside by the Board of Assessors to cover any approved abatement requests and state-allowed exemptions (i.e. elderly, blind, hardship) for the upcoming fiscal year.

Snow & Ice Deficit

The amount of the Snow & Ice budget deficit expected for the current fiscal year. This is the only budget account the State allows municipalities to deficit spend.

EXPENSE CATEGORIES**Explanation****Town Meeting Items:**

Group Health Insurance

This figure represents the projected appropriation for group health insurance for the upcoming fiscal year.

County Retirement Assessment

This figure represents the Town's projected assessment for the Plymouth County Retirement Association for the upcoming fiscal year. The final figure is typically provided to member units in December and is based on an actuarial assessment and also takes into consideration paying the unit's

Property & Liability Insurance

This figure reflects the projected total cost of the Town Insurance account for the upcoming fiscal year, which includes the Town and School's Comprehensive Insurance Package, Workers Compensation, Police & Fire

Medicare

This figure represents the Town's required portion of payroll that goes toward federally mandated Medicare and FICA programs.

OPEB Trust Fund

Meeting. Appropriations to this account are now being tracked by the Town's auditors and by municipal bonding agencies with a primary concern being the future health insurance costs of retirees.

Debt: Long Term - General Fund

The debt authorized by voters as found on the Town's Debt Schedule from the General Fund.

Borrowing Expenses

The anticipated expenses incurred by the Town Treasurer for all temporary borrowing during the upcoming fiscal year.

Reserve Fund

The amount appropriated for use by the Finance Committee during the upcoming fiscal year for unanticipated or extraordinary expenses. Use of these funds requires approval of the Finance Committee.

Operating Budgets:

School Budget - Local

The projected operating budget for the Sippican Elementary School funded by the Town's local contribution for the next fiscal year.

School Budget - ORR

The projected assessment for the operations of the Old Rochester Regional School District funded by the Town's local contribution for the next

UCCRVTS Budget

The projected operating budget for the Upper Cape Cod Regional Vocational Technical School system for the upcoming fiscal year

General Government Budget

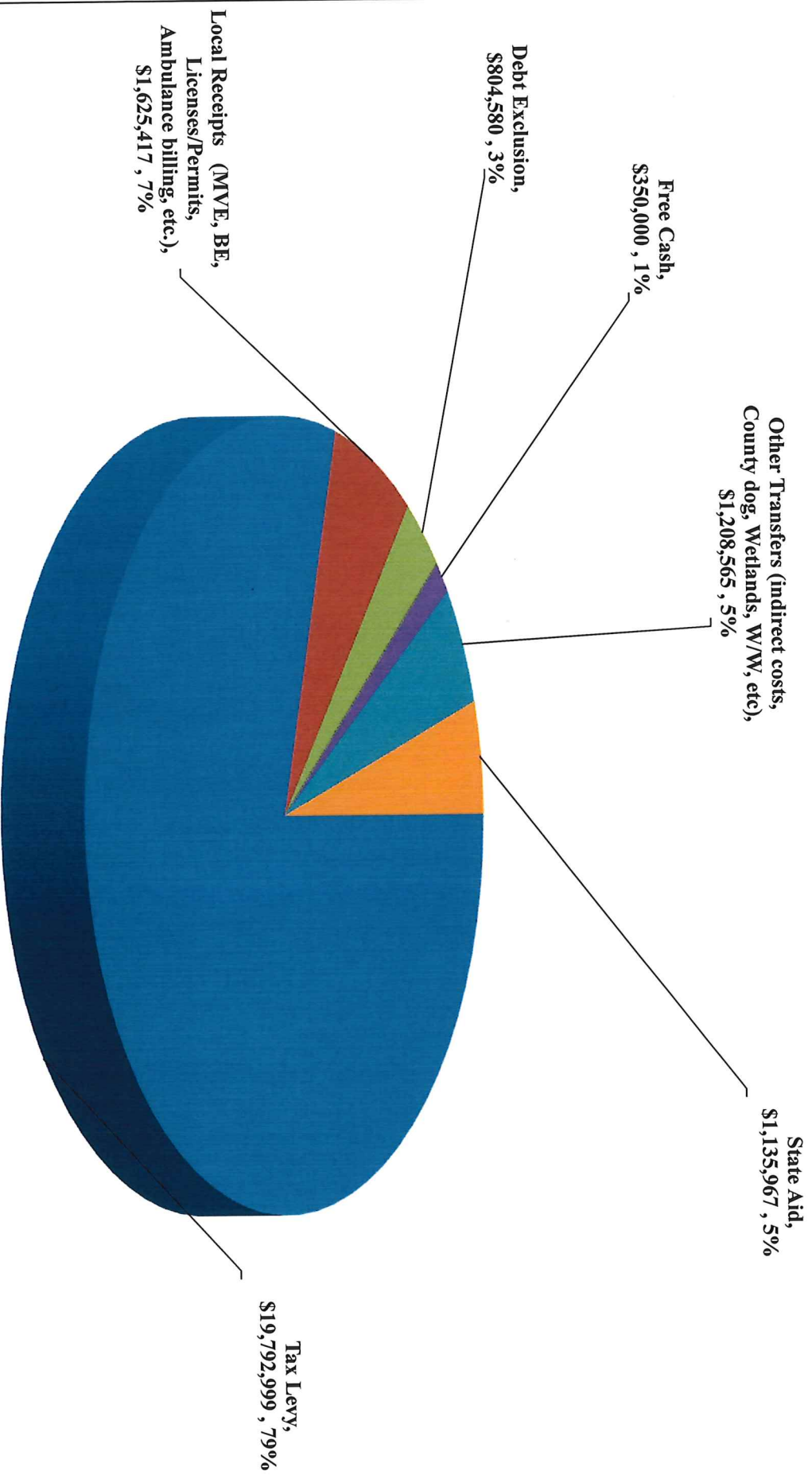
The projected operating budget for all General Government departments for the upcoming fiscal year.

TOWN OF MARION
Fiscal Year 2021 Estimated Revenues

| REVENUES SOURCES | | FY20 | FY20 | FY21 |
|---|-----------------------------------|----------------------|----------------------|-------------------------|
| | | Est Revenues | Recap Revenues | Est. Revenues |
| Levy Limit (FY20 Base) | | 18,306,189.00 | 18,306,189 | \$ 19,362,682.00 |
| Prop. 2 1/2 | | 457,655.00 | 457,655 | \$ 484,067.00 |
| Operating Override | | 420,000.00 | 420,000 | |
| New Growth Est. | | 105,743.00 | 178,838 | \$ 165,000.00 |
| | FY21 Levy Limit | 19,289,587.00 | 19,362,682 | \$ 20,011,749.00 |
| FY Debt Exclusions | | 829,992.00 | 829,992 | \$ 799,190.00 |
| | FY21 Maximum Levy | 20,119,579.00 | 20,192,674 | \$ 20,810,939.00 |
| | Actual FY20 Levy on Recap | 2,000.00 | 20,090,701 | \$ - |
| Chester Vose - Reduction in Taxes | | 2,000.00 | 2,000 | \$ 2,000.00 |
| State (Local) Aid | | 1,192,887.00 | 1,216,363 | \$1,228,822.00 |
| Overlay requirement | | (218,750.00) | (202,921) | (\$218,750.00) |
| Other amts to be raised (County & State est.) | | (105,129.00) | (88,433) | (\$92,855.00) |
| Local Receipts | | 1,627,123.00 | 1,600,000 | \$ 1,625,417.00 |
| | Total Raise and Appropriate | 22,617,710.00 | 22,617,710 | \$ 23,355,573.00 |
| Other Transfers - Free Cash | | 370,000.00 | 370,000 | \$ 350,000.00 |
| Other Transfers - Overlay Surplus/Reserves | | 75,000.00 | 75,000 | \$100,000.00 |
| Other Transfers - Debt Premium | | 5,898.00 | 5,898 | \$ 5,390.00 |
| Other Transfers - Indirect Costs | | 865,772.00 | 865,772 | \$872,465.00 |
| Other Transfers - County Dog Fund | | 3,700.00 | 3,700 | \$ 4,000.00 |
| Other Transfers - State Aid to Libraries | | 5,100.00 | 5,100 | \$ 5,100.00 |
| Other Transfers - Wetlands | | 3,500.00 | 3,500 | \$ 5,000.00 |
| Other Transfers - Waterways | | 210,000.00 | 210,000 | \$ 220,000.00 |
| TOTAL GENERAL FUND REVENUES | | 24,156,680.00 | 24,156,680.00 | \$ 24,917,528.00 |
| | | | 24,258,653 | |
| TOTAL FY21 GF OPERATING BUDGET -LEVEL SERVICES | | 24,156,680.00 | 24,156,680 | \$ 24,917,528.00 |
| | <i>Increase from year to year</i> | | | 3.15% |
| VARIANCE (Revenue shortfall) | | (0) | 0 | \$ (0.00) |

TOWN OF MARION

FY21 PROJECTED GF REVENUES



**TOWN OF MARION
GENERAL FUND
FY21 OPERATING EXPENSES**

**20 to 21
level srvcs
% chg
Differ**

| | FY20 Level services | FY21 Level services | |
|---|-------------------------------|-------------------------------|----------|
| Election/Town Meeting | | | |
| Poll workers | 2,000.00 | 3,000.00 | 50.00% |
| Printing ballots | 750.00 | 750.00 | 0.00% |
| Program voting machine | 3,000.00 | 4,500.00 | 50.00% |
| Moderator | 500.00 | 500.00 | 0.00% |
| Sound Services | 1,000.00 | 1,700.00 | 70.00% |
| Dues | 150.00 | 150.00 | 0.00% |
| Rent | 750.00 | 0.00 | -100.00% |
| Supplies | 800.00 | 1,000.00 | 25.00% |
| | 8,950.00 | 11,600.00 | 29.61% |
| Selectmen | | | |
| Salaries | 14,706.00 | 14,706.00 | 0.00% |
| Advertising | 2,000.00 | 2,000.00 | 0.00% |
| Contract Services | 20,000.00 | 20,000.00 | 0.00% |
| Negotiation contracts | 10,468.93 | 50,000.00 | 377.60% |
| Employee appreciation | 1,450.00 | 1,450.00 | 0.00% |
| Vehicle Maintenance | 2,000.00 | 1,500.00 | -25.00% |
| Travel/Meetings | 2,000.00 | 2,000.00 | 0.00% |
| Town Administrator Exp | 3,000.00 | 3,000.00 | 0.00% |
| Dues | 2,300.00 | 2,300.00 | 0.00% |
| Unclassified | 1,300.00 | 1,300.00 | 0.00% |
| Buzzards Bay Action Committee | 1,250.00 | 1,322.00 | 5.76% |
| | 60,474.93 | 99,578.00 | 64.66% |
| Town Administrator | | | |
| Salary | 123,689.00 | 132,000.00 | 6.72% |
| | 123,689.00 | 132,000.00 | 6.72% |
| Finance Committee | | | |
| Audit expenses | 37,500.00 | 37,500.00 | 0.00% |
| Dues | 200.00 | 200.00 | 0.00% |
| | 37,700.00 | 37,700.00 | 0.00% |
| Reserve Fund | | | |
| Transfers | 62,666.00 | 65,000.00 | 3.72% |
| | 62,666.00 | 65,000.00 | 3.72% |
| Finance Director/Town Accountant | | | |
| Salary | 116,525.00 | 118,900.00 | 2.04% |
| Certification | 3,000.00 | 4,000.00 | 33.33% |
| Longevity | 1,400.00 | 1,400.00 | 0.00% |
| Education/Training | 1,300.00 | 1,300.00 | 0.00% |
| Travel/Meetings | 625.00 | 800.00 | 28.00% |
| Dues | 150.00 | 150.00 | 0.00% |
| | 123,000.00 | 126,550.00 | 2.89% |
| Assessors | | | |
| Salaries | 14,517.00 | 14,517.00 | 0.00% |
| Asst. Assessor | 76,105.76 | 77,340.00 | 1.62% |
| Longevity | 475.00 | 475.00 | 0.00% |
| Computer Maintenance | 15,847.00 | 19,347.00 | 22.09% |
| Book Binding | 300.00 | 300.00 | 0.00% |
| Maps & Surveys | 1,900.00 | 3,350.00 | 76.32% |
| Records Maintenance | 3,500.00 | 3,500.00 | 0.00% |
| Travel/Meetings | 2,800.00 | 2,800.00 | 0.00% |
| Dues | 400.00 | 400.00 | 0.00% |
| Registry of deeds | 300.00 | 300.00 | 0.00% |
| | 116,144.76 | 122,329.00 | 5.32% |

**TOWN OF MARION
GENERAL FUND
FY21 OPERATING EXPENSES**

**20 to 21
level srvcs
% chg
Differ**

| | FY20 Level services | FY21 Level services | |
|--------------------------------|--------------------------------|--------------------------------|---------|
| Treasurer | | | |
| Salary | 37,500.00 | 38,670.00 | 3.12% |
| Ambulance Billing | 15,000.00 | 15,000.00 | 0.00% |
| Travel/Meetings | 1,185.00 | 1,185.00 | 0.00% |
| Dues | 170.00 | 170.00 | 0.00% |
| Bonding | 550.00 | 550.00 | 0.00% |
| Bank Service Charges | 2,000.00 | 2,000.00 | 0.00% |
| | 56,405.00 | 57,575.00 | 2.07% |
| Collector | | | |
| Salary | 37,500.00 | 38,670.00 | 3.12% |
| Advertising | 225.00 | 200.00 | -11.11% |
| Printing Tax Bills | 3,200.00 | 3,200.00 | 0.00% |
| Bills/Demands | 4,000.00 | 4,000.00 | 0.00% |
| Travel/Meetings | 1,000.00 | 2,000.00 | 100.00% |
| Dues | 80.00 | 80.00 | 0.00% |
| Registry of Deeds | 900.00 | 900.00 | 0.00% |
| Bonding | 2,157.00 | 2,157.00 | 0.00% |
| | 49,062.00 | 51,207.00 | 4.37% |
| Legal | | | |
| Legal Counsel | 187,500.00 | 187,500.00 | 0.00% |
| Books | 2,000.00 | 2,000.00 | 0.00% |
| | 189,500.00 | 189,500.00 | 0.00% |
| Computer | | | |
| Hardware maintenance | 24,350.00 | 54,350.00 | 123.20% |
| Software maintenance | 63,250.00 | 76,750.00 | 21.34% |
| Web maintenance | 5,200.00 | 5,235.00 | 0.67% |
| Programming | 2,200.00 | 2,200.00 | 0.00% |
| Paper & forms | 1,500.00 | 1,500.00 | 0.00% |
| Equipment Replacement | 10,500.00 | 10,500.00 | 0.00% |
| Travel & Meetings | 1,000.00 | 1,000.00 | 0.00% |
| | 108,000.00 | 151,535.00 | 40.31% |
| Administrative Services | | | |
| Clerical wages | 718,190.00 | 731,060.00 | 1.79% |
| Overtime | 14,000.00 | 14,000.00 | 0.00% |
| Education/Training | 750.00 | 750.00 | 0.00% |
| Office equipment maintenance | 17,000.00 | 17,000.00 | 0.00% |
| Office supplies | 15,000.00 | 15,000.00 | 0.00% |
| Paper & forms | 2,500.00 | 2,500.00 | 0.00% |
| Postage | 27,250.00 | 28,500.00 | 4.59% |
| | 794,690.00 | 808,810.00 | 1.78% |
| Town Clerk | | | |
| Salary | 47,263.51 | 64,666.00 | 36.82% |
| Advertising | 1,000.00 | 1,000.00 | 0.00% |
| Travel/Meetings | 800.00 | 1,800.00 | 125.00% |
| Dues | 150.00 | 245.00 | 63.33% |
| Bonding | 200.00 | 200.00 | 0.00% |
| Software maintenance | 0.00 | 500.00 | NA |
| Supplies | 400.00 | 400.00 | 0.00% |
| | 49,813.51 | 68,811.00 | 38.14% |
| Registrar of Voters | | | |
| Registrars | 7,500.00 | 7,500.00 | 0.00% |
| Census | 4,500.00 | 4,500.00 | 0.00% |
| Travel/Meetings | 200.00 | 200.00 | 0.00% |
| Supplies | 600.00 | 800.00 | 33.33% |
| | 12,800.00 | 13,000.00 | 1.56% |

**TOWN OF MARION
GENERAL FUND
FY21 OPERATING EXPENSES**

**20 to 21
level srvc
% chg
Differ**

| | FY20 Level services | FY21 Level services | |
|--|------------------------|------------------------|---------|
| Conservation | | | |
| Advertising | 500.00 | 600.00 | 20.00% |
| Office supplies | 990.00 | 400.00 | -59.60% |
| Travel/Meetings | 760.00 | 1,200.00 | 57.89% |
| Dues | 510.00 | 550.00 | 7.84% |
| Recordings/Plans | 200.00 | 200.00 | 0.00% |
| | 2,960.00 | 2,950.00 | -0.34% |
| Planning Board | | | |
| Parttime wages | 53,000.00 | 56,084.00 | 5.82% |
| Advertising | 1,000.00 | 1,500.00 | 50.00% |
| Consulting | 1,000.00 | 1,500.00 | 50.00% |
| SRPEDD Agent | 250.00 | 250.00 | 0.00% |
| Office supplies | 50.00 | 100.00 | 100.00% |
| Travel/Meetings | 500.00 | 500.00 | 0.00% |
| Dues | 150.00 | 150.00 | 0.00% |
| | 55,950.00 | 60,084.00 | 7.39% |
| Zoning Board | | | |
| Advertising | 2,069.00 | 2,069.00 | 0.00% |
| Dues | 50.00 | 50.00 | 0.00% |
| | 2,119.00 | 2,119.00 | 0.00% |
| Senior/Community Center | | | |
| Contract Services | 8,000.00 | 8,000.00 | 0.00% |
| Telephone/Internet | 3,600.00 | 3,600.00 | 0.00% |
| Office equipment maintenance | 0.00 | 3,478.00 | NA |
| Building Maintenance | 6,000.00 | 6,000.00 | 0.00% |
| | 17,600.00 | 21,078.00 | 19.76% |
| Parks/Recreation/Cemetery Buildings | | | |
| Contract Services | 4,000.00 | 4,000.00 | 0.00% |
| Building Maintenance | 4,000.00 | 4,000.00 | 0.00% |
| | 8,000.00 | 8,000.00 | 0.00% |
| Town Buildings-Town Hall | | | |
| Facilities Manager | 85,726.40 | 87,112.00 | 1.62% |
| Fulltime wages - Carpenter/Laborer | 104,525.00 | 102,291.00 | -2.14% |
| Fulltime wages - Custodial | 32,460.00 | 36,687.00 | 13.02% |
| Overtime | 3,753.00 | 3,753.00 | 0.00% |
| Uniform allowance | 1,500.00 | 1,500.00 | 0.00% |
| Property Maintenance - contract services | 14,000.00 | 14,000.00 | 0.00% |
| Repair Motor Vehicles | 2,500.00 | 2,500.00 | 0.00% |
| Telephone | 13,178.00 | 13,178.00 | 0.00% |
| Custodial supplies | 3,400.00 | 3,400.00 | 0.00% |
| Building Maintenance | 13,745.00 | 13,745.00 | 0.00% |
| Unclassified | 250.00 | 250.00 | 0.00% |
| | 275,037.40 | 278,416.00 | 1.23% |
| Music Hall | | | |
| Contract Services | 10,180.00 | 10,180.00 | 0.00% |
| Telephone/Internet | 1,800.00 | 1,800.00 | 0.00% |
| Building Maintenance Services | 4,750.00 | 4,750.00 | 0.00% |
| | 16,730.00 | 16,730.00 | 0.00% |
| Library | | | |
| Property Maintenance - contract services | 10,800.00 | 10,800.00 | 0.00% |
| Building Maintenance Services | 3,500.00 | 3,500.00 | 0.00% |
| | 14,300.00 | 14,300.00 | 0.00% |

**TOWN OF MARION
GENERAL FUND
FY21 OPERATING EXPENSES**

**20 to 21
level srvcs
% chg
Differ**

| | FY20 Level services | FY21 Level services | |
|-------------------------------|------------------------|------------------------|----------|
| Atlantis Drive | | | |
| Contract Services | 2,500.00 | 2,500.00 | 0.00% |
| Telephone/Internet | 2,900.00 | 2,900.00 | 0.00% |
| Building Maintenance Services | 3,000.00 | 3,000.00 | 0.00% |
| | 8,400.00 | 8,400.00 | 0.00% |
| Police Station | | | |
| Contract Services | 6,000.00 | 6,000.00 | 0.00% |
| Building Maintenance Services | 600.00 | 2,500.00 | 316.67% |
| | 6,600.00 | 8,500.00 | 28.79% |
| Town Report | | | |
| Printing warrants | 6,600.00 | 6,600.00 | 0.00% |
| | 6,600.00 | 6,600.00 | 0.00% |
| Unclassified | | | |
| SRPEDD | 1,000.00 | 1,000.00 | 0.00% |
| County Ext service | 500.00 | 500.00 | 0.00% |
| Tri town river | 300.00 | 300.00 | 0.00% |
| | 1,800.00 | 1,800.00 | 0.00% |
| Police Dept | | | |
| Chief Salary | 142,459.00 | 146,733.00 | 3.00% |
| Administrative Assistant | 18,009.00 | 18,570.00 | 3.12% |
| Certification stipend | 14,000.00 | 14,000.00 | 0.00% |
| Patrolmen | 790,305.00 | 804,829.00 | 1.84% |
| Lieutenant | 125,696.00 | 129,354.00 | 2.91% |
| School Resource Officer | 24,370.00 | 0.00 | -100.00% |
| Special officers | 50,369.00 | 41,069.00 | -18.46% |
| Sergeant | 269,306.00 | 264,015.00 | -1.96% |
| Overtime | 347,864.00 | 354,939.00 | 2.03% |
| Overtime - Town Events | 5,808.00 | 5,940.00 | 2.27% |
| Longevity | 4,200.00 | 4,200.00 | 0.00% |
| Education/Training | 11,050.00 | 14,050.00 | 27.15% |
| Uniform allowance | 29,750.00 | 31,150.00 | 4.71% |
| Computer maintenance | 27,458.00 | 29,013.00 | 5.66% |
| Radio Maintenance | 5,800.00 | 5,800.00 | 0.00% |
| Repair Motor Vehicles | 12,965.00 | 12,965.00 | 0.00% |
| Contract Services - Custodial | 15,150.00 | 15,150.00 | 0.00% |
| Lockup expenses | 1,000.00 | 1,000.00 | 0.00% |
| Telephone | 11,452.00 | 13,487.00 | 17.77% |
| Supplies | 5,772.00 | 6,172.00 | 6.93% |
| Custodial Supplies | 2,400.00 | 2,400.00 | 0.00% |
| Public safety equipment | 13,740.00 | 13,810.00 | 0.51% |
| Building maintenance | 6,960.00 | 7,084.00 | 1.78% |
| Chiefs Expenses | 5,000.00 | 5,000.00 | 0.00% |
| Police cruiser | 54,382.00 | 58,756.00 | 8.04% |
| | 1,995,265.00 | 1,999,486.00 | 0.21% |
| Fire Dept | | | |
| Fire Chief | 133,889.00 | 141,605.00 | 5.76% |
| Firemen | 265,882.00 | 279,715.00 | 5.20% |
| EMS | 436,089.00 | 427,452.00 | -1.98% |
| Lt. Inspector/Lt Coordinator | 55,056.00 | 124,112.00 | 125.43% |
| Overtime | 12,000.00 | 12,000.00 | 0.00% |
| Education/Training | 12,590.00 | 12,590.00 | 0.00% |
| Recruitment and Retention | 2,000.00 | 2,000.00 | 0.00% |
| Uniform Allowance | 12,500.00 | 12,500.00 | 0.00% |
| Computer maintenance | 4,000.00 | 4,000.00 | 0.00% |
| Contract services | 11,000.00 | 11,000.00 | 0.00% |
| CIEMSS | 4,200.00 | 4,200.00 | 0.00% |
| Radio maintenance | 4,000.00 | 4,000.00 | 0.00% |

**TOWN OF MARION
GENERAL FUND
FY21 OPERATING EXPENSES**

**20 to 21
level srvcs
% chg
Differ**

| | FY20 | FY21 | |
|---|-----------------------|-----------------------|---------------|
| | Level services | Level services | |
| Repair motor vehicles | 30,000.00 | 30,000.00 | 0.00% |
| Telephone | 11,500.00 | 13,500.00 | 17.39% |
| Safety Testing | 4,000.00 | 4,000.00 | 0.00% |
| Supplies | 4,500.00 | 4,500.00 | 0.00% |
| Custodial supplies | 1,250.00 | 1,250.00 | 0.00% |
| Medical Supplies | 17,000.00 | 17,000.00 | 0.00% |
| General Equipment | 22,000.00 | 22,000.00 | 0.00% |
| Building maintenance | 9,000.00 | 9,000.00 | 0.00% |
| Alarm System Repair | 3,675.00 | 3,675.00 | 0.00% |
| Hose replacement | 3,000.00 | 3,000.00 | 0.00% |
| Building Equipment | 6,000.00 | 6,000.00 | 0.00% |
| Equipment replacement (paggers/portables) | 10,000.00 | 10,000.00 | 0.00% |
| Protective clothing | 15,750.00 | 15,750.00 | 0.00% |
| Travel/Meetings | 4,000.00 | 4,000.00 | 0.00% |
| License renewals | 4,000.00 | 4,000.00 | 0.00% |
| | 1,098,881.00 | 1,182,849.00 | 7.64% |
| Building Dept | | | |
| Bldg inspector | 85,726.40 | 87,446.00 | 2.01% |
| Inspections | 22,000.00 | 22,000.00 | 0.00% |
| Longevity | 1,275.00 | 1,800.00 | 41.18% |
| Computer Maintenance | 0.00 | 8,100.00 | NA |
| Education & Training | 1,750.00 | 1,750.00 | 0.00% |
| Repair motor vehicles | 100.00 | 300.00 | 200.00% |
| Telephone | 720.00 | 720.00 | 0.00% |
| Travel/Meetings | 2,200.00 | 2,000.00 | -9.09% |
| Unclassified | 1,800.00 | 1,800.00 | 0.00% |
| | 115,571.40 | 125,916.00 | 8.95% |
| Animal Control Officer | | | |
| Wages - Full Time | 45,258.00 | 54,437.00 | 20.28% |
| Wage - Part Time | 1,500.00 | 750.00 | -50.00% |
| Longevity | 1,700.00 | 1,800.00 | 5.88% |
| Uniform allowance | 200.00 | 1,225.00 | 512.50% |
| Boarding & burial | 2,000.00 | 1,750.00 | -12.50% |
| Telephone | 575.00 | 669.00 | 16.35% |
| Unclassified | 1,250.00 | 1,500.00 | 20.00% |
| | 52,483.00 | 62,131.00 | 18.38% |
| Marine Resources | | | |
| Fulltime wages | 189,428.00 | 203,623.00 | 7.49% |
| Overtime | 0.00 | 4,000.00 | NA |
| Longevity | 2,200.00 | 2,200.00 | 0.00% |
| Uniform allowance | 4,500.00 | 4,500.00 | 0.00% |
| Repair motor vehicles | 1,500.00 | 1,500.00 | 0.00% |
| Telephone | 5,300.00 | 5,300.00 | 0.00% |
| Marine supplies | 5,000.00 | 6,000.00 | 20.00% |
| Float maintenance | 2,000.00 | 3,000.00 | 50.00% |
| Building maintenance | 5,000.00 | 5,000.00 | 0.00% |
| Channel/Buoy maintenance | 2,000.00 | 2,000.00 | 0.00% |
| Boat supplies | 6,000.00 | 6,000.00 | 0.00% |
| Equipment Replacement | 3,000.00 | 3,000.00 | 0.00% |
| Shellfish propagation | 6,000.00 | 6,000.00 | 0.00% |
| Licenses & Permits | 6,000.00 | 6,000.00 | 0.00% |
| Management/Development | 3,000.00 | 3,000.00 | 0.00% |
| Unclassified | 1,000.00 | 1,000.00 | 0.00% |
| | 241,928.00 | 262,123.00 | 8.35% |

| TOWN OF MARION GENERAL FUND | | | 20 to 21 level srvcs |
|----------------------------------|------------------------|------------------------|-------------------------|
| FY21 OPERATING EXPENSES | FY20 Level services | FY21 Level services | % chg Differ |
| Tree Warden | | | |
| Hazard Tree Removal | 2,000.00 | 2,000.00 | 0.00% |
| Tree Maintenance | 5,000.00 | 5,000.00 | 0.00% |
| Tree Replacement | 10,900.00 | 10,900.00 | 0.00% |
| Parks Maintenance | 10,000.00 | 10,000.00 | 0.00% |
| Unclassified | 1,000.00 | 1,000.00 | 0.00% |
| Details | 1,800.00 | 1,800.00 | 0.00% |
| | 30,700.00 | 30,700.00 | 0.00% |
| Sippican School | | | |
| Regular Day | 4,121,002.00 | 4,259,032.00 | 3.35% |
| Sped | 2,027,699.00 | 1,984,195.00 | -2.15% |
| Out of District - Bristol Aggie | 103,911.00 | 117,940.00 | 13.50% |
| Transportation | 167,796.00 | 170,312.00 | 1.50% |
| | 6,420,408.00 | 6,531,479.00 | 1.73% |
| School Assessments | | | |
| Old Rochester Regional | 4,540,902.00 | 4,743,575.00 | 4.46% |
| Old Rochester Regional - Capital | 221,749.00 | 212,223.00 | -4.30% |
| Upper Cape Regional | 332,119.00 | 250,027.00 | -24.72% |
| Upper Cape Regional - Capital | 24,243.00 | 24,515.00 | 1.12% |
| | 5,119,013.00 | 5,230,340.00 | 2.17% |
| DPW | | | |
| Administrative salary | 41,500.00 | 42,500.00 | 2.41% |
| Fulltime wages | 522,985.00 | 525,025.00 | 0.39% |
| Temporary employees | 32,324.00 | 28,500.00 | -11.83% |
| Vacation/Sick buyback | 7,200.00 | 7,200.00 | 0.00% |
| License/Certification | 2,800.00 | 2,800.00 | 0.00% |
| Overtime | 28,853.00 | 29,190.00 | 1.17% |
| Winter overtime | 10,000.00 | 10,000.00 | 0.00% |
| Education/Training | 1,500.00 | 1,500.00 | 0.00% |
| Uniform allowance | 11,200.00 | 11,200.00 | 0.00% |
| Advertising | 250.00 | 250.00 | 0.00% |
| Contract Services | 5,000.00 | 5,000.00 | 0.00% |
| Repair motor vehicles | 20,000.00 | 20,000.00 | 0.00% |
| Engineering | 15,000.00 | 15,000.00 | 0.00% |
| Telephone | 3,860.00 | 3,860.00 | 0.00% |
| Snow removal services | 12,000.00 | 12,000.00 | 0.00% |
| Curbside Pickup | 420,000.00 | 420,000.00 | 0.00% |
| MS4 Expenses | 107,900.00 | 107,900.00 | 0.00% |
| Supplies | 35,000.00 | 35,000.00 | 0.00% |
| Property maintenance | 6,250.00 | 6,250.00 | 0.00% |
| Vehicle maintenance supplies | 27,500.00 | 27,500.00 | 0.00% |
| Equipment replacement | 25,000.00 | 25,000.00 | 0.00% |
| Snow removal supplies | 28,000.00 | 28,000.00 | 0.00% |
| Recycling | 25,000.00 | 25,000.00 | 0.00% |
| Disposal - Rubbish | 0.00 | 75,000.00 | NA |
| Travel/Meetings | 250.00 | 250.00 | 0.00% |
| Licenses/Dues | 1,300.00 | 1,300.00 | 0.00% |
| Washburn Field/Road Maintenance | 1,000.00 | 1,000.00 | 0.00% |
| Details | 5,000.00 | 5,000.00 | 0.00% |
| Sidewalk/Road repair | 65,000.00 | 65,000.00 | 0.00% |
| | 1,461,672.00 | 1,536,225.00 | 5.10% |

**TOWN OF MARION
GENERAL FUND
FY21 OPERATING EXPENSES**

**20 to 21
level srvcs
% chg
Differ**

| | FY20 | FY21 | |
|--|-----------------------|-----------------------|----------|
| | Level services | Level services | |
| Utilities | | | |
| Gas | 50,000.00 | 53,000.00 | 6.00% |
| Electric | 102,860.00 | 102,860.00 | 0.00% |
| Utilities - Water/Sewer town buildings | 91,465.00 | 91,465.00 | 0.00% |
| Fuel | 19,500.00 | 16,500.00 | -15.38% |
| Contract Services - Fuel Mgmt Systems | 2,000.00 | 2,000.00 | 0.00% |
| Diesel | 54,000.00 | 44,000.00 | -18.52% |
| Unleaded Gas | 96,500.00 | 96,500.00 | 0.00% |
| Contract Services - Street Light Repairs | 10,000.00 | 10,000.00 | 0.00% |
| Street Lighting | 36,500.00 | 36,500.00 | 0.00% |
| | 462,825.00 | 452,825.00 | -2.16% |
| Board of Health | | | |
| Elected officials | 5,598.00 | 5,598.00 | 0.00% |
| Public Health Nurse Services | 68,306.00 | 68,382.00 | 0.11% |
| MRC Stipend | 3,400.00 | 0.00 | -100.00% |
| Longevity - Nurse | 1,000.00 | 1,000.00 | 0.00% |
| Uniform Allowance - Nurse | 200.00 | 200.00 | 0.00% |
| Advertising | 100.00 | 100.00 | 0.00% |
| Telephone | 650.00 | 650.00 | 0.00% |
| Health inspections | 2,600.00 | 2,600.00 | 0.00% |
| Disease Control supplies | 9,227.00 | 6,000.00 | -34.97% |
| Regional Sanitarian | 59,158.00 | 63,872.00 | 7.97% |
| Travel/Meetings | 1,500.00 | 3,000.00 | 100.00% |
| Dues | 500.00 | 500.00 | 0.00% |
| Unclassified | 100.00 | 100.00 | 0.00% |
| | 152,339.00 | 152,002.00 | -0.22% |
| Council on Aging | | | |
| COA Director salary | 61,200.00 | 62,424.00 | 2.00% |
| Parttime wages | 73,418.00 | 74,828.00 | 1.92% |
| Outreach Specialist | 9,584.00 | 10,336.00 | 7.85% |
| Program Coordinator | 14,376.00 | 15,504.00 | 7.85% |
| Transportation/Receptionist | 28,520.00 | 34,452.00 | 20.80% |
| Building/Property maintenance | 2,225.00 | 2,261.00 | 1.62% |
| Program Expenses - memory café | 4,500.00 | 4,600.00 | 2.22% |
| Van maintenance | 3,000.00 | 3,000.00 | 0.00% |
| Telephone | 800.00 | 800.00 | 0.00% |
| Program activities/supplies | 5,800.00 | 6,500.00 | 12.07% |
| Educational supplies | 800.00 | 800.00 | 0.00% |
| | 204,223.00 | 215,505.00 | 5.52% |
| Veterans | | | |
| Tri-Town Vets Assessment | 15,785.00 | 17,370.00 | 10.04% |
| Benefits | 80,000.00 | 80,000.00 | 0.00% |
| | 95,785.00 | 97,370.00 | 1.65% |
| Elizabeth Taber Library | | | |
| Assessment | 171,090.00 | 213,460.00 | 24.76% |
| | 171,090.00 | 213,460.00 | 24.76% |
| Recreation | | | |
| Recreation/Beach Director wages | 66,792.00 | 70,402.00 | 5.40% |
| Parttime wages - Gate Attendant | 7,008.00 | 7,744.00 | 10.50% |
| Parttime wages - Lifeguards | 37,048.00 | 38,529.00 | 4.00% |
| Parttime wages - Seasonal maintenance | 12,368.00 | 13,114.00 | 6.03% |
| Parttime wages - Admin Asst | 10,988.00 | 11,208.00 | 2.00% |
| Parttime wages - School Security | 2,904.00 | 2,904.00 | 0.00% |
| Website/Email | 1,400.00 | 1,400.00 | 0.00% |
| Repair motor vehicles | 2,000.00 | 2,000.00 | 0.00% |
| Telephone/Internet | 2,500.00 | 2,500.00 | 0.00% |

| TOWN OF MARION GENERAL FUND | | | 20 to 21 level srvcs |
|-------------------------------------|------------------------|------------------------|-------------------------|
| FY21 OPERATING EXPENSES | FY20 Level services | FY21 Level services | % chg Differ |
| Medical Supplies | 1,700.00 | 1,700.00 | 0.00% |
| Beach Maintenance | 500.00 | 500.00 | 0.00% |
| Playground equipment | 500.00 | 500.00 | 0.00% |
| Field maintenance | 3,755.00 | 4,500.00 | 19.84% |
| Rental - Storage Container | 1,500.00 | 1,500.00 | 0.00% |
| Unclassified -supplies | 1,000.00 | 1,000.00 | 0.00% |
| | 151,963.00 | 159,501.00 | 4.96% |
| Natural History Museum | | | |
| Museum | 10,000.00 | 10,200.00 | 2.00% |
| | 10,000.00 | 10,200.00 | 2.00% |
| Celebrations | | | |
| Parades | 8,200.00 | 8,200.00 | 0.00% |
| Band concerts | 11,000.00 | 11,000.00 | 0.00% |
| | 19,200.00 | 19,200.00 | 0.00% |
| Debt Principal | | | |
| Debt Principal | 460,800.00 | 455,300.00 | -1.19% |
| | 460,800.00 | 455,300.00 | -1.19% |
| Debt Interest | | | |
| Debt interest | 129,098.00 | 112,542.00 | -12.82% |
| Temporary borrowing interest (BANs) | 0.00 | 0.00 | NA |
| Debt charges | 10,000.00 | 5,000.00 | -50.00% |
| | 139,098.00 | 117,542.00 | -15.50% |
| Pension | | | |
| Retirement | 1,051,710.00 | 1,197,094.00 | 13.82% |
| | 1,051,710.00 | 1,197,094.00 | 13.82% |
| Group Insurance | | | |
| Health insurance | 1,560,150.00 | 1,571,353.00 | 0.72% |
| Life insurance | 19,250.00 | 19,250.00 | 0.00% |
| FICA medicare | 148,500.00 | 152,955.00 | 3.00% |
| Unemployment expenses | 50,000.00 | 50,000.00 | 0.00% |
| Medicaid Collaborative Fees | 5,000.00 | 5,000.00 | 0.00% |
| | 1,782,900.00 | 1,798,558.00 | 0.88% |
| Town Insurance | | | |
| Workers Compensation | 114,448.00 | 117,881.00 | 3.00% |
| Liability | 159,390.00 | 164,172.00 | 3.00% |
| Accident | 72,000.00 | 74,160.00 | 3.00% |
| Errors and Omissions | 6,615.00 | 6,813.00 | 2.99% |
| Commercial Property Package | 244,055.00 | 250,957.00 | 2.83% |
| Marine Insurance | 12,915.00 | 15,000.00 | 16.14% |
| Vehicle Insurance | 66,570.00 | 68,567.00 | 3.00% |
| Deductibles | 6,000.00 | 6,000.00 | 0.00% |
| | 681,993.00 | 703,550.00 | 3.16% |
| Total General Fund | 24,156,680.00 | 24,917,528.00 | 3.15% |

**TOWN OF MARION
SEWER ENTERPRISE FUND**

FY21 OPERATING EXPENSES

| | FY20 | FY21 | \$\$ | % chge |
|--|------------------|------------------|--------------------|--------------------|
| | Approp | Requested | Differ 20 to 21 | 20 to 21 Differ |
| Administrative salary | 41,500 | 42,500 | 1,000 | 2.41% |
| Fulltime wages | 297,490 | 344,075 | 46,585 | 15.66% |
| Vacation/Sick buyback | 2,310 | 2,425 | 115 | 4.98% |
| Overtime | 27,137 | 37,116 | 9,979 | 36.77% |
| Longevity | 0 | 0 | 0 | NA |
| Education/Training | 2,000 | 2,000 | 0 | 0.00% |
| Uniform allowance | 4,000 | 4,000 | 0 | 0.00% |
| License/Certification | 1,400 | 800 | (600) | -42.86% |
| Advertising | 250 | 250 | 0 | 0.00% |
| Contract Services | 45,500 | 75,000 | 29,500 | 64.84% |
| Repair motor vehicles | 3,500 | 3,500 | 0 | 0.00% |
| Telephone | 6,760 | 6,760 | 0 | 0.00% |
| Electric | 160,000 | 160,000 | 0 | 0.00% |
| Engineering | 30,000 | 30,000 | 0 | 0.00% |
| Testing | 46,000 | 46,000 | 0 | 0.00% |
| I & I | 190,000 | 0 | (190,000) | -100.00% |
| Supplies | 44,000 | 44,000 | 0 | 0.00% |
| Property maintenance | 1,500 | 1,500 | 0 | 0.00% |
| Vehicle Supplies | 3,000 | 3,000 | 0 | 0.00% |
| Chemicals | 44,000 | 44,000 | 0 | 0.00% |
| Fuel (#2 heating) | 40,000 | 40,000 | 0 | 0.00% |
| Diesel | 2,500 | 2,500 | 0 | 0.00% |
| Gasoline | 7,500 | 7,500 | 0 | 0.00% |
| Travel/Meetings | 500 | 500 | 0 | 0.00% |
| Licenses/Dues | 850 | 850 | 0 | 0.00% |
| Details | 2,500 | 2,500 | 0 | 0.00% |
| Road Repairs - Sewer breaks | 5,000 | 5,000 | 0 | 0.00% |
| Pump Repairs | 26,000 | 26,000 | 0 | 0.00% |
| Residential Pump Repairs | 70,000 | 70,000 | 0 | 0.00% |
| CMOM program | 50,000 | 75,000 | 25,000 | 50.00% |
| Debt - Principal | 933,895 | 953,421 | 19,526 | 2.09% |
| Debt - Interest | 381,417 | 355,971 | (25,446) | -6.67% |
| Debt - Interest Short-Term (BANs) | 51,790 | 198,211 | 146,421 | 282.72% |
| Debt Charges | 50,000 | 50,000 | 0 | 0.00% |
| Reserve Fund | 60,000 | 60,000 | 0 | 0.00% |
| SubTotal Sewer Enterprise Fund (w/o indirect costs) | 2,632,299 | 2,694,379 | 62,080 | 2.36% |

SEWER ENTERPRISE FUND

| | FY20 | FY21 | \$\$ | % chge |
|--|-------------------|-------------------|-----------------------------|---------------|
| Indirect Costs | Approp | Requested | Differ | 20 to 21 |
| | | | 20 to 21 | Differ |
| Health Insurance | 30,082.00 | 28,756.00 | (1,326) | -4.41% |
| | 11,014.00 | 11,680.00 | 666 | 6.05% |
| Life Insurance | 2,067.00 | 2,544.00 | 477 | 23.08% |
| | 704.00 | 704.00 | (0) | 0.00% |
| FICA Medicare | 4,361.00 | 5,358.00 | 997 | 22.86% |
| | 1,333.00 | 1,408.00 | 75 | 5.63% |
| Pension | 75,185.00 | 73,899.00 | (1,286) | -1.71% |
| | 18,668.00 | 19,713.00 | 1,045 | 5.60% |
| Shared Employees | 93,341.00 | 98,563.00 | 5,222 | 5.59% |
| Admin. Services Expenses | 9,375.00 | 9,563.00 | 188 | 2.01% |
| Legal | 117,900.00 | 77,900.00 | (40,000) | -33.93% |
| Computers | 16,200.00 | 22,731.00 | 6,531 | 40.31% |
| Town Insurance | 102,299.00 | 105,533.00 | 3,234 | 3.16% |
| SubTotal Sewer Enterprise Fund - Indirect Costs | 482,529.00 | 458,352.00 | (24,177) | -5.01% |
| TOTAL SEWER ENT FD OPERATING BUDGET | 3,114,828 | 3,152,731 | 37,903 | 1.22% |
| | | | (w/I&I included) | 7.32% |

ESTIMATED REVENUES

| | | FY19 | FY20 | FY21 | FY21 |
|--|---|------------------|------------------|------------------|------------------|
| | | Actuals | Est. Revenues | Est. Revenues | Est. Revenues |
| User Charges | 1 | 2,372,838 | 2,511,828 | 2,549,731 | 2,739,731 |
| Other Departmental Revenue (Betterments) | 2 | 500,409 | 400,000 | 400,000 | 400,000 |
| Investment Income | | 10,359 | 3,000 | 3,000 | 3,000 |
| TOTAL SEWER ENT FD EST REVENUES | | 2,883,606 | 2,914,828 | 2,952,731 | 3,142,731 |
| Difference - Budget and Est. Revenues (subsidy) | | | (200,000) | (200,000) | (200,000) |
| Sewer Ent Retained Earnings | | | 200,000 | 200,000 | 200,000 |
| Est surplus/deficit | | | 0 | 0 | 0 |

TOWN OF MARION
WATER ENTERPRISE FUND

| <i>FY21 OPERATING EXPENSES</i> | FY20 | FY21 | \$\$ | % chge |
|---|------------------|------------------|-----------------|-----------------|
| | Approp | Requested | Differ | 20 to 21 |
| | | | 20 to 21 | Differ |
| Administrative salary | 41,500 | 42,500 | 1,000 | 2.41% |
| Fulltime wages | 180,335 | 212,120 | 31,785 | 17.63% |
| Vacation/Sick buyback | 3,378 | 3,438 | 60 | 1.78% |
| Backflow Program | 5,000 | 5,000 | 0 | 0.00% |
| Overtime | 27,906 | 27,906 | 0 | 0.00% |
| Longevity | 0 | 0 | 0 | NA |
| Education/Training | 1,500 | 1,500 | 0 | 0.00% |
| Uniform allowance | 4,000 | 4,000 | 0 | 0.00% |
| Licenses/Certifications | 1,200 | 1,200 | 0 | 0.00% |
| Advertising | 1,500 | 1,500 | 0 | 0.00% |
| Contract Services | 30,000 | 30,000 | 0 | 0.00% |
| Water District Assessment | 252,235 | 275,425 | 23,190 | 9.19% |
| Repair motor vehicles | 3,500 | 3,500 | 0 | 0.00% |
| Telephone | 10,260 | 10,260 | 0 | 0.00% |
| Electric | 75,600 | 75,600 | 0 | 0.00% |
| Engineering | 31,500 | 41,500 | 10,000 | 31.75% |
| Testing | 24,000 | 24,000 | 0 | 0.00% |
| Supplies | 15,000 | 15,000 | 0 | 0.00% |
| Property maintenance | 3,000 | 3,000 | 0 | 0.00% |
| Vehicle supplies | 3,500 | 3,500 | 0 | 0.00% |
| Meter replacement | 20,000 | 20,000 | 0 | 0.00% |
| Chemicals | 60,000 | 60,000 | 0 | 0.00% |
| Fuel/propane | 20,000 | 20,000 | 0 | 0.00% |
| Diesel | 4,000 | 4,000 | 0 | 0.00% |
| Gasoline | 13,500 | 13,500 | 0 | 0.00% |
| Water Assessment | 18,890 | 19,921 | 1,031 | 5.46% |
| Travel/Meetings | 250 | 250 | 0 | 0.00% |
| Licenses/Dues | 1,500 | 1,500 | 0 | 0.00% |
| Water withdrawal fees | 1,638 | 1,638 | 0 | 0.00% |
| Details | 5,000 | 5,000 | 0 | 0.00% |
| Well cleaning & Pump repair | 45,000 | 45,000 | 0 | 0.00% |
| Water System Repairs | 20,000 | 20,000 | 0 | 0.00% |
| Well Exploration | 50,000 | 50,000 | 0 | 0.00% |
| Road Repairs - water main breaks | 5,000 | 5,000 | 0 | 0.00% |
| Debt - Principal | 549,056 | 634,756 | 85,700 | 15.61% |
| Debt - Interest | 241,947 | 219,846 | (22,101) | -9.13% |
| Debt - Interest Short-Term (BANs) | 18,335 | 90,576 | 72,241 | 394.01% |
| Debt Charges | 20,000 | 20,000 | 0 | 0.00% |
| Reserve Fund | 60,000 | 60,000 | 0 | 0.00% |
| SubTotal Water Ent Fd Operating Budget | 1,869,030 | 2,071,936 | 202,906 | 10.86% |
| (w/o indirect costs) | | | | |

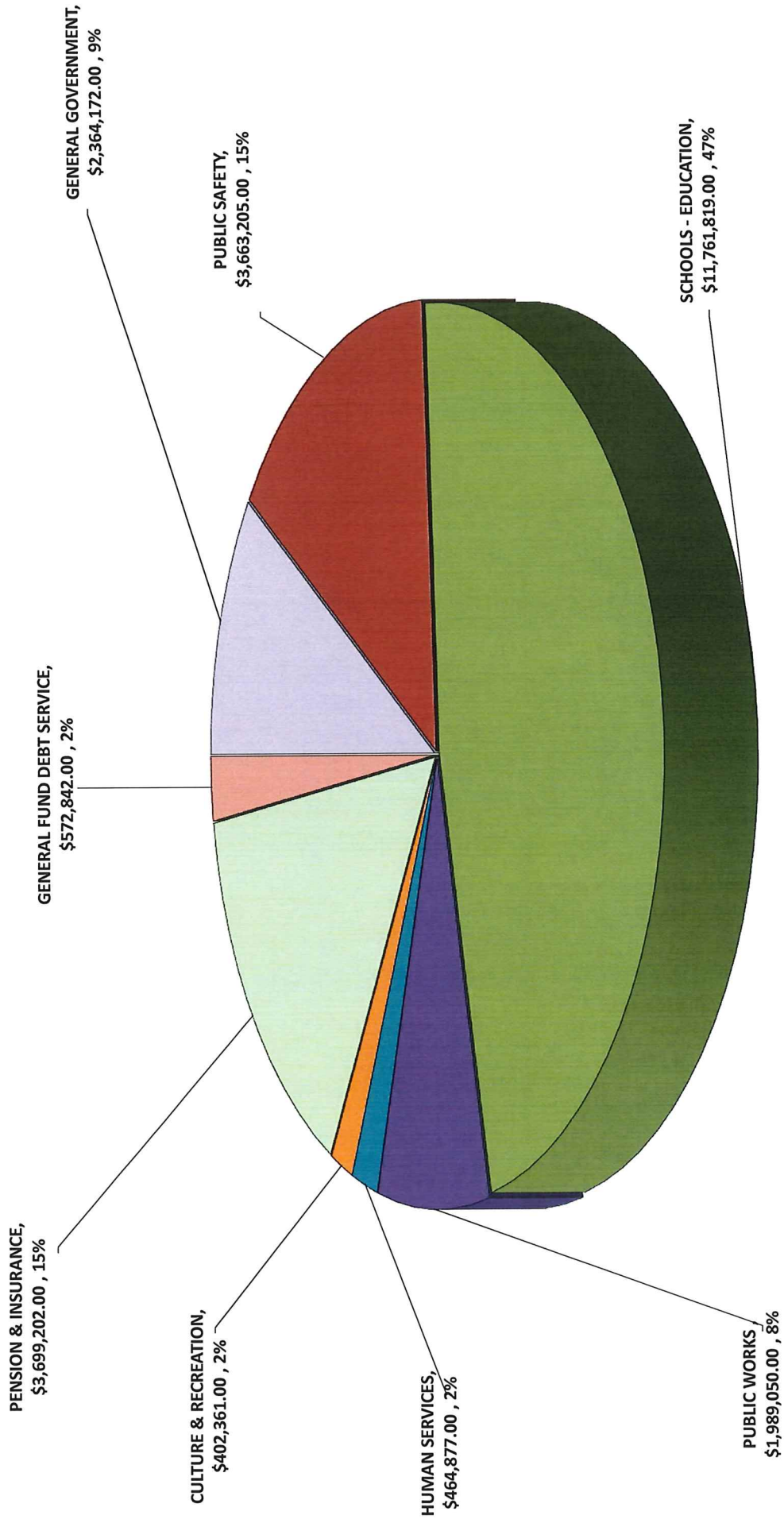
WATER ENTERPRISE FUND

| | | | \$ | % chge |
|--------------------------------------|---------------|------------|----------|----------|
| | FY20 | FY21 | Differ | 20 to 21 |
| Indirect Costs | Approp | Requested | 20 to 21 | Differ |
| Health Insurance | 50,402 | 68,203.00 | 17,801 | 35.32% |
| | 11,014 | 11,680.00 | 666 | 6.05% |
| Life Insurance | 1,590 | 1,590.00 | 0 | 0.00% |
| | 704 | 704.00 | (0) | 0.00% |
| FICA Medicare | 3,558 | 3,617.00 | 59 | 1.66% |
| | 1,333 | 1,408.00 | 75 | 5.63% |
| Pension | 61,334 | 49,883.00 | (11,451) | -18.67% |
| | 18,668 | 19,713.00 | 1,045 | 5.60% |
| Shared Employees | 93,341 | 98,563.00 | 5,222 | 5.59% |
| Admin. Services Expenses | 9,375 | 9,563.00 | 188 | 2.01% |
| Legal | 13,425 | 20,925.00 | 7,500 | 55.87% |
| Computers | 16,200 | 22,731.00 | 6,531 | 40.31% |
| Town Insurance | 102,299 | 105,533.00 | 3,234 | 3.16% |
| SubTotal Water Ent Fd Indirect costs | \$ 383,243.00 | 414,113.00 | 30,870 | 8.05% |
| TOTAL WATER ENT FD OPERATING BUDGET | 2,252,273 | 2,486,049 | 233,776 | 10.38% |

ESTIMATED REVENUES

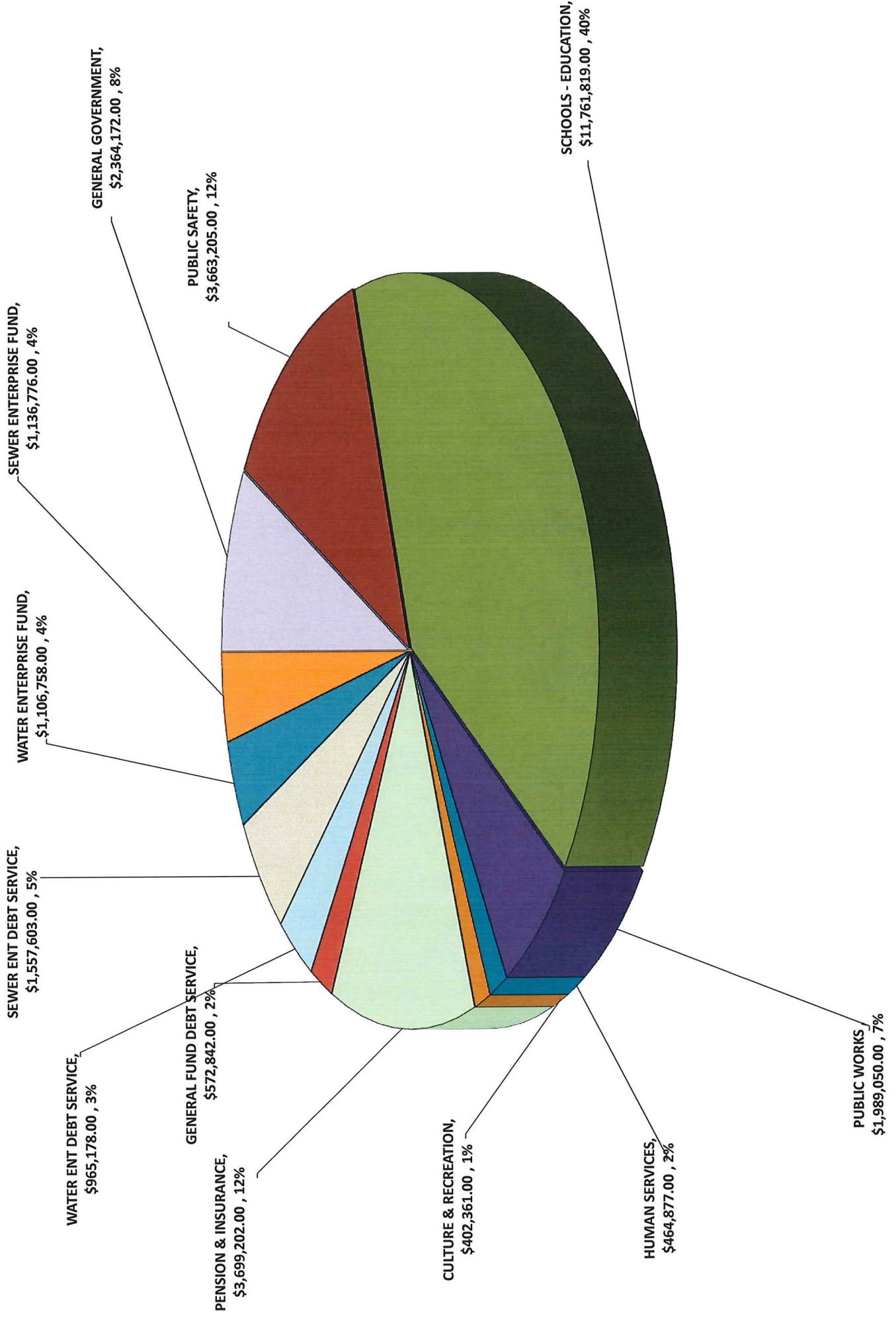
| | FY19 | FY20 | FY21 |
|---|-----------|---------------|---------------|
| | Actuals | Est. Revenues | Est. Revenues |
| User Charges | 2,006,288 | 1,937,273 | 2,171,049 |
| Connection Fees/other | 31,289 | 10,000 | 10,000 |
| Investment Income | 11,022 | 5,000 | 5,000 |
| TOTAL WATER ENT FD EST REVENUES | 2,048,599 | 1,952,273 | 2,186,049 |
| Difference - Budget and Est. Revenues (subsidy) | | (300,000) | (300,000) |
| Water Ent Retained Earnings | | 300,000 | 300,000 |
| Est surplus/deficit | | (0) | 0 |

TOWN OF MARION
FY21 Proposed GF Budget

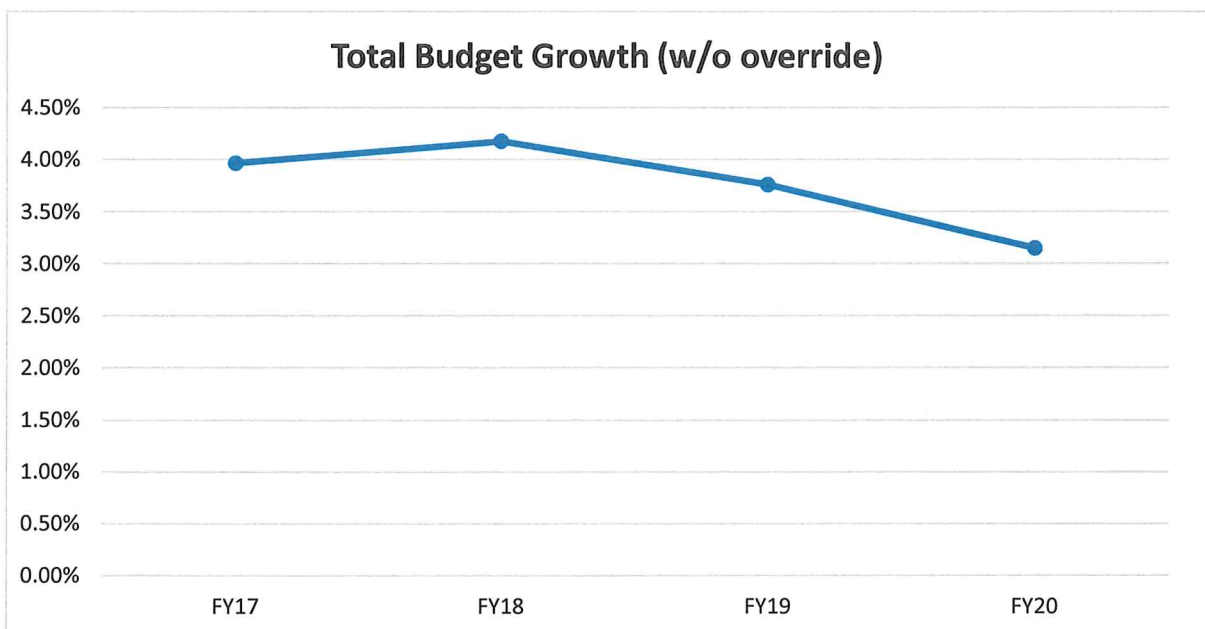
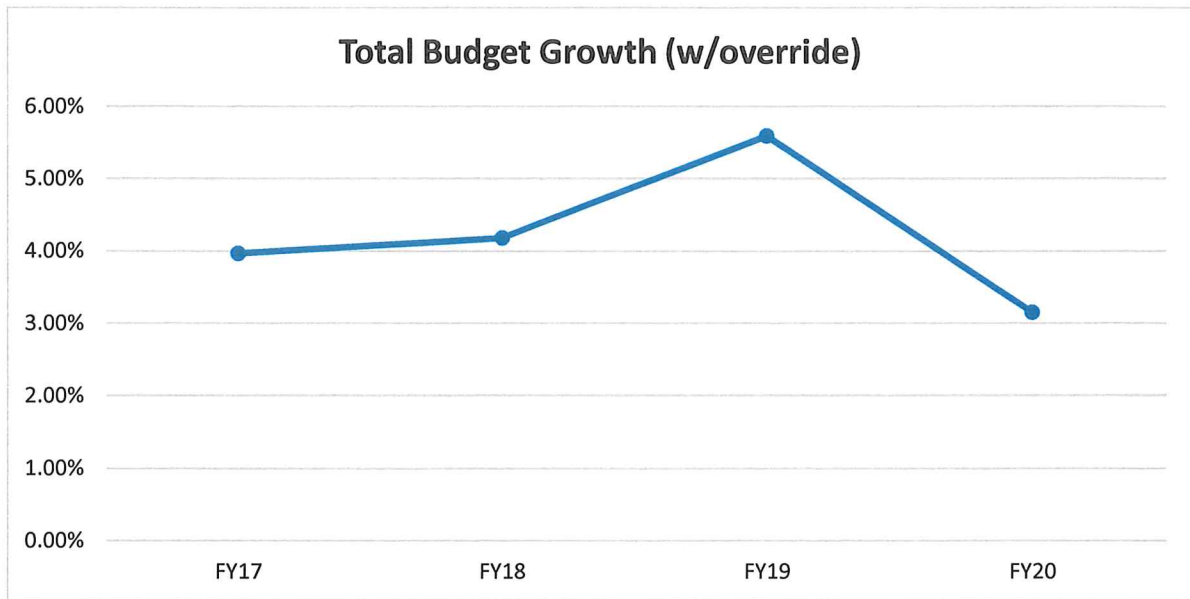


TOWN OF MARION

FY21 Proposed Budget (including Enterprise Funds)



TOWN OF MARION
Budget Growth Comparisons



MARION FY 21 PROPOSED BUDGET

| Expenditures by Departments | FY19 Actual | FY20 APPROVED | FY21 Proposed | \$ Inc/(Dec) Over FY20 | % Inc/(Dec) | Explanation for increase/decrease |
|------------------------------------|------------------|------------------|------------------|---------------------------|----------------|--|
| School Committee-001 | 32,475 | 8,420 | 8,350 | (70) | -0.83% | cost averaging |
| Superintendent Office - 004 | 122,429 | 123,297 | 137,680 | 14,383 | 11.67% | % of district agreement change (14.74%) |
| Administration Reg Day - 007 | 316,384 | 322,414 | 307,216 | (15,198) | -4.71% | personnel changes |
| Classroom Teachers - 010 | 1,767,324 | 1,717,808 | 1,799,293 | 81,485 | 4.74% | contract adjustments/personnel changes |
| Kindergarten - 013 | 278,022 | 286,933 | 288,541 | 1,608 | 0.56% | contract adjustment |
| Art Program - 016 | 90,764 | 97,478 | 100,241 | 2,763 | 2.83% | contract adjustment |
| ELL Program - 024 | 10,766 | 11,881 | 11,898 | 17 | 0.15% | district agreement |
| English - 025 | 186,241 | 203,724 | 171,111 | (32,613) | -16.01% | contract adjustment/personnel change |
| Mathematics - 037 | 29,292 | 17,500 | 14,200 | (3,300) | -18.86% | reduction in materials |
| Media Services - 040 | 87,785 | 92,490 | 99,952 | 7,462 | 8.07% | contract adjustment |
| Music - 043 | 182,130 | 189,837 | 196,019 | 6,182 | 3.26% | contract adjustment |
| Physical Education - 049 | 131,643 | 139,311 | 151,845 | 12,534 | 9.00% | contract adjustment |
| Science - 052 | 5,784 | 6,500 | 6,450 | (50) | -0.77% | reduction in materials |
| Social Studies - 055 | 2,050 | 2,050 | 720 | (1,330) | -64.88% | reduction in materials |
| Curriculum Development - 061 | 10,110 | 10,250 | 30,000 | 19,750 | 192.68% | reading training K-3 |
| Enrichment Program - 067 | 70,618 | 74,208 | 80,226 | 6,018 | 8.11% | contract adjustment |
| Health Services - 076 | 85,742 | 91,722 | 61,623 | (30,099) | -32.82% | contract adjustments/personnel changes |
| Transportation Reg Day - 079 | 218,859 | 240,600 | 226,445 | (14,155) | -5.88% | new contract (exclude \$35,000 Bristol Aggie) |
| Miscellaneous - 085 | 1,925 | 1,850 | 1,850 | - | 0.00% | level funding |
| Operation & Maintenance - 088 | 436,425 | 395,930 | 454,587 | 58,657 | 14.81% | utilities costs |
| Computer Program - 093 | 104,456 | 86,799 | 110,785 | 23,986 | 27.63% | computer leases/contract adjustments; no longer supported thru principal's account |
| Program with Others - 097 | 80,708 | - | - | - | 0.00% | Bristol Aggie (\$82,000 town budget) |
| TOTALS REG DAY | 4,251,933 | 4,121,002 | 4,259,032 | 138,030 | 3.35% | |
| Special Needs Administration - 100 | 36,339 | 45,974 | 47,678 | 1,703 | 3.71% | contract adjustment/district agreement |
| Project Grow - 102 | 71,674 | 87,571 | 122,132 | 34,562 | 39.47% | contract adjustment/personnel change |
| Learning Support Center - 103 | 680,280 | 810,009 | 814,832 | 4,823 | 0.60% | contract adjustment |
| Software Licenses - 106 | 1,718 | - | - | - | - | |
| Speech - 118 | 185,632 | 193,622 | 178,531 | (15,091) | -7.79% | contract adjustment/program change |
| Support Services - 121 | 223,608 | 289,683 | 247,449 | (42,234) | -14.58% | personnel change |
| Psychological Services - 127 | 87,761 | 94,705 | 125,047 | 30,342 | 32.04% | contract adjustment/incl. SEL support. 4 FTE |
| Sped Transportation - 130 | 121,772 | 201,505 | 116,535 | (84,970) | -42.17% | change in service |
| Programs W/Others SPED - 133 | 240,234 | 304,630 | 331,991 | 27,361 | 8.98% | \$119,000 Circuit breaker/prepay offset |
| TOTALS SPECIAL EDUCATION | 1,649,018 | 2,027,699 | 1,984,195 | (43,504) | -2.15% | |
| GRAND TOTAL | 5,900,951 | 6,148,701 | 6,243,227 | 94,526 | 1.54% | |
| Bristol Aggie tuition | \$82,000 | | | | | |
| Bristol Aggie transportation | \$35,940 | | | | | |
| | <u>\$117,940</u> | | | | | |
| 7-12 Transportation | \$167,795 | | | | | |

OLD ROCHESTER REGIONAL SCHOOL DISTRICT
MASSACHUSETTS SUPERINTENDENCY UNION NO. 55

OCTOBER 1, 2019 - ENROLLMENT

| GRADE | NON-RESIDENT | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL | differ | | |
|-----------------------|---------------|----|-----|--------|--------------|-----------|-------|-----------|-----|---------|
| | NON TUITION | | | | | | | (18 to 19 | | |
| ELEMENTARY: TABOR | MR | MT | RCH | | | | | MR | MT | RCH |
| PROJECT GROW | | | | 21 | 24 | 24 | 69 | -2 | -2 | -1 |
| K | | 2 | | 55 | 48 | 55 | 158 | 2 | 0 | -6 |
| 1 | 2 | 1 | 1 | 61 | 55 | 65 | 181 | 3 | -5 | -12 |
| 2 | | | 1 | 53 | 60 | 78 | 191 | -6 | 8 | 21 |
| 3 | | | 1 | 58 | 57 | 59 | 174 | -3 | -3 | -20 |
| 4 | | | 1 | 64 | 62 | 84 | 210 | 9 | 7 | 17 |
| 5 | | | | 59 | 55 | 71 | 185 | -2 | -10 | 3 |
| 6 | | | | 62 | 73 | 68 | 203 | -14 | 3 | -7 |
| SUB-TOTALS | 2 | 3 | 4 | 433 | 434 | 504 | 1371 | -13 | -2 | -5 |
| JUNIOR HIGH:* | School Choice | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL | | | |
| 7 | | | | 69 | 74 | 70 | 213 | 12 | -2 | -1 |
| 8 | | | | 54 | 74 | 74 | 202 | -13 | 3 | 3 |
| SUB-TOTALS | 0 | | | 123 | 148 | 144 | 415 | -1 | 1 | 2 JHS |
| SENIOR HIGH:* | School Choice | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL | | | |
| 9 | | | | 53 | 52 | 51 | 156 | 3 | -17 | -9 |
| 10 | | | | 48 | 69 | 59 | 176 | 3 | 0 | 7 |
| 11 | | | | 42 | 69 | 52 | 163 | -7 | 15 | -7 |
| 12 | | | | 50 | 55 | 57 | 162 | 2 | -1 | -8 |
| SP | | | | 2 | 1 | 2 | 5 | 0 | -1 | 0 |
| SUB-TOTALS | 0 | | | 195 | 246 | 221 | 662 | 1 | -4 | -17 SHS |
| ORR Jr/Sr HS total | 0 | | | 318 | 394 | 365 | 1077 | 0 | -3 | -15 ORR |
| GRAND TOTAL | | | | 751 | 828 | 869 | 2448 | -13 | -5 | -20 |
| UPPER CAPE COD: | | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL | | | |
| 9 | | | | 4 | | | 4 | | | |
| 10 | | | | 3 | | | 3 | | | |
| 11 | | | | 6 | | | 6 | | | |
| 12 | | | | 1 | | | 1 | | | |
| TOTAL LPN | | | | 14 | 0 | 0 | 14 | -5 | 0 | 0 |
| OLD COLONY: | | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL | | | |
| 9 | | | | | 11 | 19 | 30 | | | |
| 10 | | | | | 13 | 19 | 32 | | | |
| 11 | | | | | 5 | 24 | 29 | | | |
| 12 | | | | | 7 | 20 | 27 | | | |
| TOTAL | | | | 0 | 36 | 82 | 118 | 0 | 11 | -1 |
| BRISTOL COUNTY AGGIE: | | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL | | | |
| 9 | | | | | 1 | 3 | 4 | | | |
| 10 | | | | 1 | 1 | 5 | 7 | | | |
| 11 | | | | 3 | 1 | 4 | 8 | | | |
| 12 | | | | 0 | 1 | 3 | 4 | | | |
| TOTAL | | | | 4 | 4 | 15 | 23 | 0 | -3 | 9 |

*not including school choice

OLD ROCHESTER REGIONAL SCHOOL DISTRICT
MASSACHUSETTS SUPERINTENDENCY UNION NO. 55

OCTOBER 1, 2018 - ENROLLMENT

| GRADE | | NON-RESIDENT | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL |
|------------------------------|------------|----------------------|----|-----|---------------|---------------------|------------------|--------------|
| | | NON TUITION | | | | | | |
| ELEMENTARY: | TABOR | MR | MT | RCH | | | | |
| PROJECT GROW | | | | | 23 | 26 | 25 | 74 |
| K | 5 | 2 | 1 | 1 | 53 | 48 | 61 | 162 |
| 1 | 3 | | | | 58 | 60 | 77 | 195 |
| 2 | 6 | | | 1 | 59 | 52 | 57 | 168 |
| 3 | 5 | | | 1 | 61 | 60 | 79 | 200 |
| 4 | 2 | | | 1 | 55 | 55 | 67 | 177 |
| 5 | | | | | 61 | 65 | 68 | 194 |
| 6 | 3 | | 1 | | 76 | 70 | 75 | 221 |
| SUB-TOTALS | | 2 | 2 | 4 | 446 | 436 | 509 | 1391 |
| JUNIOR HIGH:* | | School Choice | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL |
| 7 | 4 | 10 | | | 57 | 76 | 71 | 204 |
| 8 | 3 | 16 | | | 67 | 71 | 71 | 209 |
| SUB-TOTALS | | 26 | | | 124 | 147 | 142 | 413 |
| SENIOR HIGH:* | | School Choice | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL |
| 9 | 2 | 27 | | | 50 | 69 | 60 | 179 |
| 10 | | 30 | | | 45 | 69 | 52 | 166 |
| 11 | | 16 | | | 49 | 54 | 59 | 162 |
| 12 | | 20 | | | 48 | 56 | 65 | 169 |
| SP | | | | | 2 | 2 | 2 | 6 |
| SUB-TOTALS | | 93 | | | 194 | 250 | 238 | 682 |
| ORR Jr/Sr HS total | | 119 | | | 318 | 397 | 380 | 1095 |
| GRAND TOTAL | | | | | 764 | 833 | 889 | 2486 |
| UPPER CAPE COD: | | | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL |
| 9 | | | | | 4 | | | 4 |
| 10 | | | | | 6 | | | 6 |
| 11 | | | | | 1 | | | 1 |
| 12 | | | | | 8 | | | 8 |
| TOTAL | LPN | 1 | | | 19 | 0 | 0 | 19 |
| OLD COLONY: | | | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL |
| 9 | | | | | | 7 | 20 | 27 |
| 10 | | | | | | 10 | 20 | 30 |
| 11 | | | | | | 4 | 25 | 29 |
| 12 | | | | | | 12 | 20 | 32 |
| TOTAL | | | | | 0 | 33 | 85 | 118 |
| BRISTOL COUNTY AGGIE: | | | | | MARION | MATTAPOISETT | ROCHESTER | TOTAL |
| 9 | | | | | 2 | 1 | 5 | 8 |
| 10 | | | | | 3 | 2 | 3 | 8 |
| 11 | | | | | | 1 | 2 | 3 |
| 12 | | | | | 0 | 0 | 0 | 0 |
| TOTAL | | | | | 5 | 4 | 10 | 19 |

*not including school choice

January 23, 2020

MARION CAPITAL IMPROVEMENTS PLANNING COMMITTEE REPORT TO SELECT BOARD AND FINANCE COMMITTEE

The Capital Improvements Planning Committee's (CIPC) charter is to assist the development of capital projects and improvements by our Town's Departments during the development of the annual budget for approval by our residents. Capital Projects are defined as Projects or Assets that cost at least \$10,000 and have a useful life of at least 5 years. Each year, we compile a 10 year Capital Plan based on new or revised plans submitted by our Department Heads and it provides a forecast for future capital needs. In the summer, the CIPC visits various locations to further understand capital plans and needs. Sites visited in 2019 included the Main and Creek Road Sewer Stations and the Town House.

This year 26 projects, totaling \$2.3 million were submitted to the CIPC by the Town's Department Managers and the ORR School District for FY21. 13 projects were submitted by the Dept. of Public Works for just over \$1.8 million. 13 other projects totaling almost \$500k were submitted by the Police, Fire/EMS, Facilities, Schools, Recreation, Council on Aging and Building Departments.

The CIPC rated and ranked each project based on Department priority, budget impact, regulatory requirements, public safety, equipment replacement, efficiency, useful life, cost reduction, benefit to the Town and alignment with the Master Plan. Our goal is to provide an impartial perspective for the Finance Committee, Finance Director, Town Administrator and Select Board as they develop a balanced budget for the next fiscal year. Attachment #1 contains the ranking results for FY21.

The top ten ranked projects represent 60% of the total for FY21:

| Rank | Dept. | FY 21 Capital Project | Cost (000's) | Funding Source |
|------|------------|---|--------------|------------------|
| 1 | Water | Fire Hydrant Replacements | \$50 | Water Enterprise |
| 2 | Sewer | Creek Road Sewer Station Assessment | \$300 | Sewer Enterprise |
| 3 | Facilities | Community Center Furnace Replacement | \$24 | General Fund |
| 4 | Sewer | Main Sewer Station Assessment | \$300 | Sewer Enterprise |
| 5 | Water | Replace Perry & Wolf Hill Emergency Generators | \$47 | Water Enterprise |
| 6 | Highway | Phase II DPW Complex - Design | \$150 | General Fund |
| 7 | Water | Design County Rd Water Interconnection to Wareham | \$34 | General Fund |
| 8 | Sewer | Inflow & Infiltration Mitigation Program | \$190 | Sewer Enterprise |
| 9 | Highway | Sippican School 2nd Egress - Construction | \$300 | General Fund |
| 10 | Sewer | Community Center Sewer Improvements | \$24 | General Fund |

We estimate that the funding sources for all of the 26 FY21 Capital Projects would be as follows:

| Funding Source | General Fund | Water Enterprise | Sewer Enterprise | Total |
|----------------|--------------|------------------|------------------|---------|
| Amount (000's) | \$1,400 | \$131 | \$815 | \$2,346 |

Attachment 2 is the projected 10 Year Capital Plan that is updated each year based on the submissions from the Town Department Managers and the ORR School District.

Respectfully,

Paul Naiman, Chair
Dick Giberti, Secretary
Casey Barros
Dave Janik

Steve Nojeim
John Menzel-Finance Committee Representative
John Waterman-Select Board Representative

Attachment #1

| <u>Rank</u> | <u>Dept.</u> | <u>FY 21 Capital Project Requests</u> | <u>Cost (000's)</u> |
|-------------|-----------------------|---|-------------------------|
| 1 | Water | Fire Hydrant Replacements | \$50 |
| 2 | Sewer | Creek Road Sewer Station Assessment | \$300 |
| 3 | Facilities | Community Center Furnace Replacement | \$24 |
| 4 | Sewer | Main Sewer Station Assessment | \$300 |
| 5 | Water | Replace Perry Hill & Wolf Island Emergency Generators | \$47 |
| 6 | Highway | Phase II DPW Complex - Design | \$150 |
| 7 | Water | Design County Rd Emergency Water Interconnection to Wareham | \$34 |
| 8 | Sewer | Inflow & Infiltration Mitigation Program | \$190 |
| 9 | Highway | Sippican School 2nd Egress - Construction | \$300 |
| 10 | Sewer | Community Center Sewer Improvements | \$24 |
| 11 | Facilities | Silvershell Beach Showers | \$39 |
| 12 | Fire/EMS | Power Cot/Lift System-Ambulance #1 | \$55 |
| 13 | Highway | Side-Arm Mower - Replacement | \$100 |
| 14 | Police | Portable Radios Upgrade | \$21 |
| 15 | Sewer | Fire Station #1 Sewer Improvements | \$25 |
| 16 | COA | Shed Storage Facility | \$40 |
| 17 | Schools | Sippican Upgrade Phone System | \$52 |
| 18 | Schools | ORR Track Rehab | \$92 |
| 19 | Highway | New Bucket Truck - Replacement | \$154 |
| 20 | Highway | Replace 6-Wheel Dump Truck w/ Sander & Plow | \$190 |
| 21 | Building Dept. | On-Line Permitting Software | \$25 |
| 22 | Schools | Sippican VCT Floor Tile Replacement | \$25 |
| 23 | Schools | ORR Phone Rehab | \$27 |
| 24 | Police | Station UPS Battery Replacement | \$11 |
| 25 | Recreation | Replace 2002 Utility Truck | \$36 |
| 26 | Facilities | Facilities #1 Truck Body | \$35 |
| | | Total FY 21 | \$2,346 |

| Capital Improvements Planning Committee 10 Year Plan FY 21 to FY 30 | | | | | | | | | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-------------------------------|------------------|---|
| Attachment #2 | FY 2021 (000's) | FY 2022 (000's) | FY 2023 (000's) | FY 2024 (000's) | FY 2025 (000's) | FY 2026 (000's) | FY 2027 (000's) | FY 2028 (000's) | FY 2029 (000's) | FY 2030 (000's) | CIP Placeholder (000's) | TOTAL (000's) | Comments |
| Facilities | | | | | | | | | | | | | |
| Five Year Town House Renovation | | | | | | | | | | | 1,000 | 1,000 | Current Plan is to use \$1 million CP Funds & seek \$4 million in donations |
| Library Upgrades and Repairs | | 25 | | | | | | | | | | 25 | 11 Storm windows & insulate ductwork |
| Music Hall | | | 65 | | | 28 | | | | | | 93 | F23:replace furnace, F26:refinish floors |
| Pumping Station Road Water Dept Building | | | 70 | | | | | | | | | 70 | Replace roof, windows, doors, furnace, siding, soffits, gutters & repoint brick |
| Facilities #1 Truck Body | 35 | | | | | | | | | | | 35 | New cab & chassis |
| Washburn Park | | | 20 | | | | | | | | | 20 | ADA/Restroom renovation (possible grant) |
| Silvershell Beach | 39 | | | | | | | | | | | 39 | New showers & epoxy shower floors |
| Community Center | 24 | 30 | 30 | | | | | | | | | 84 | F21: replace furnace F22: new roof, fascia, gutters F23: addition |
| Water | | | | | | | | | | | | | |
| Emergency Generator Replacement | 47 | | | | | | | | | | | 47 | Wolf Island & Perry Hill |
| County Road Emergency Water Interconnection to Wareham | 34 | | | | | | | | | | 343 | 377 | Design \$34k, Construction \$343K |
| Fire Hydrant Replacements | 50 | 50 | 50 | | | | | | | | | 150 | |
| Point Rd. Water Tank Repair | | 100 | | | | | | | | | | 100 | Needed before tank can be placed back on-line |
| 1 Ton 4 X 4 pick up with plow | | 66 | | | | 70 | | | | | | 136 | '14 in FY22, '18 in FY26 |
| Point Rd & Delano Rd Water Main Replacement | | 1,500 | | | | | | | | | | 1,500 | Construction (design has been completed) |
| Replace Point Rd to Kittansett Water Main (7400 lf 8 inch to 12 inch) | | | 130 | 1,170 | | | | | | | | 1,300 | 1st year is for engineering design, 2nd year is for construction and project management |
| Point Rd North Cleaning & Lining of 10 inch Main | | 101 | 909 | | | | | | | | | 1,010 | 1st year is for engineering design, 2nd year is for construction and project management |
| Planting Island & Wareham Rd Water Main Replacement | | | | 83 | 742 | | | | | | | 825 | 1st year is for engineering design, 2nd year is for construction and project management |
| Pitcher St, Stoney Run, Dexter Rd Water Main Replacement | | | | | 73 | 652 | | | | | | 725 | 1st year is for engineering design, 2nd year is for construction and project management |
| Parallel Water Main Transfers Delano, Ichabod, Rezendes, Fraser, Sippican& Point Rd | | | | | | 15 | 135 | | | | | 150 | 1st year is for engineering design, 2nd year is for construction and project management |
| Main Pumping Station Upgrade | | | | | 100 | | | | | | | 100 | Develop costs to improve capacity |
| Sewer | | | | | | | | | | | | | |
| Inflow & Infiltration Mitigation Program | 190 | 190 | 190 | 190 | 190 | 190 | 190 | 190 | 190 | 190 | | 1,900 | Design & construction |
| Assess/Replace Creek Road Pumping Station | 300 | 3,000 | | | | | | | | | | 3,300 | 1st year for design, 2nd for construction |
| Assess/Replace Main Sewer Pumping Station | 300 | 1,000 | | | | | | | | | | 1,300 | 1st year for design, 2nd for construction |
| Community Center Sewer Improvements | 24 | | | | | | | | | | | 24 | Install new pressure sewer service |
| Fire Station #1 Sewer Improvements | 25 | | | | | | | | | | | 25 | |
| Accelerated I/I Removal Program | | 1,500 | | | | 1,300 | | | | | | 2,800 | |
| I/I Flow Monitoring | | | | | | 175 | | | | | | 175 | |
| 1/23/2020 | | | | | | | | | | | | | 1 |

| Capital Improvements Planning Committee 10 Year Plan FY 21 to FY 30 | | | | | | | | | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------------------|------------------|--|
| Attachment #2 | FY 2021 (000's) | FY 2022 (000's) | FY 2023 (000's) | FY 2024 (000's) | FY 2025 (000's) | FY 2026 (000's) | FY 2027 (000's) | FY 2028 (000's) | FY 2029 (000's) | FY 2030 (000's) | CIPC Placeholder (000's) | TOTAL (000's) | Comments |
| Indian Cove Sewer FOG Program | | 25 | 340 | 5,090 | | | | | | | | 5,430 | 1st year for design, 2nd for construction |
| Industrial Monitoring/Inspections Program | | 25 | | | | | | | | | | 25 | |
| Design to Comply with TP Limits | | | 270 | | | | | | | | | 270 | |
| Construction to Comply with TP Limits | | | 1,810 | | | | | | | | | 1,810 | |
| GS/RE to Comply with TP Limits | | | 270 | | | | | | | | | 270 | |
| Chemical Phosphorus Removal | | | 550 | | | | | | | | | 550 | |
| Gravity Thickener | | | | | | | 3,800 | | | | | 3,800 | |
| Third SBR | | | | | | 3,960 | | | | | | 3,960 | |
| Generator Replacements | | | 25 | | | | | | | | | 25 | Replace '98 Stoney Run/Oakdale Generators |
| Future WWTP Improvements | | | | | | | | | | | 2,000 | 2,000 | Future Waste Water Plant improvements |
| Highway | | | | | | | | | | | | | |
| Phase II DPW Complex | 150 | 1,500 | | | | | | | | | | 1,650 | 1st year design, 2nd year construction |
| Sippican School 2nd Egress | 300 | | | | | | | | | | | 300 | Construction |
| Side-arm Mower Replacement | 100 | | | | | | | | | | | 100 | |
| 6 wheel Dump truck with sander & plow | 190 | | | | | | | | | | | 190 | Replaces 1998 Truck |
| Bucket Truck | 154 | | | | | | | | | | | 154 | Replaces 1990 Truck |
| Backhoe | | 133 | | | | | | | | | | 133 | Used for repairs, drainage, MS-4 compliance |
| Phase 1B - Front, Main, Cottage, and Hiller Streets (Construction) | | | | 472 | | | | | | | 6,000 | 6,000 | Roadway, sewer, stormwater, sidewalk improvements |
| Phase 2 - Main, School, Pleasant, and Clark Streets (Design) | | | | | | | | | | | | | Roadway, sewer, stormwater, sidewalk improvements |
| Phase 2 - Main, School, Pleasant, and Clark Streets (Construction) | | | | | 5,105 | | | | | | | 5,105 | Roadway, sewer, stormwater, sidewalk improvements |
| Phase 4 - Spring Street (Construction) | | | | | 4,836 | | | | | | | 4,836 | Roadway, sewer, stormwater, sidewalk improvements |
| Phase 3 - Front Street (Design) | | | | | | | 494 | | | | | 494 | Roadway, sewer, stormwater, sidewalk improvements |
| Phase 3 - Front Street (Construction) | | | | | | | 4,599 | | | | | 4,599 | Roadway, sewer, stormwater, sidewalk improvements |
| OSHA Compliance DPW Site Hermitage Rd Drainage | | 50 | 50 | | | | | | | | | 100 | Stormwater permit activities |
| | | | | | | | | | | | 2,000 | 2,000 | |
| Police | | | | | | | | | | | | | |
| Ballistic Vests | | 25 | | | | | 29 | | | | | 54 | 22 Total, 5 year life, possible grants |
| Cruiser Radio Upgrades | | 13 | 13 | | | | | | | | | 26 | Updates 5 cruisers for digital conversion |
| Portable Radios Upgrade | 21 | | | | | | | | | | | 21 | Upgrade 6 radio for digital conversion |
| Security System Camera Upgrades | | | | 24 | | | | 28 | | | | 52 | Update 5 cameras to hi-res every 5 yrs |
| Network servers and software | | | | | | | 18 | | | | | 18 | Current server purchased in 2018 |
| Station UPS Battery Replacement | 11 | | | | 15 | 11 | | | | | | 22 | Battery & capacitors have 5 yr life |
| Computer Equipment Upgrade | | | | | | | | | | | | 15 | Upgrade workstations |
| Weapons Upgrade | | | | | | | | | 12 | | | 12 | Weapons replacements |
| Body Cameras | | | | | | | | | | 15 | | 15 | Anticipated future standard practice |

| Attachment #2 | Capital Improvements Planning Committee 10 Year Plan FY 21 to FY 30 | | | | | | | | | | | | |
|---|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------------------|------------------|--|
| | FY 2021 (000's) | FY 2022 (000's) | FY 2023 (000's) | FY 2024 (000's) | FY 2025 (000's) | FY 2026 (000's) | FY 2027 (000's) | FY 2028 (000's) | FY 2029 (000's) | FY 2030 (000's) | CJPC Placeholder (000's) | TOTAL (000's) | Comments |
| Vehicle Replacements | | | 35 | | | 37 | | | 40 | | | 112 | Replace 2 cruisers every 3rd yr |
| Fire and EMS | | | | | | | | | | | | | |
| Phased Air Pack replacement | | | | 35 | | | | | | | | 35 | Grant possible |
| New Pumper Truck | | | 600 | | | | | | | | | 600 | Replaces '94 Engine 3 |
| Command Car | | | | | | | 55 | | | | | 55 | Replaces 2018 vehicle |
| Replacement Ambulance | | | | 400 | | | | | | | | 400 | Replaces '17 vehicle, replace every 10-15 yrs |
| Ladder Rebuild/Replacement | | | | | | 400 | | | | | | 400 | Refurb/buy used truck, current built in '91 |
| Lucas CPR replacement | | | | | | 35 | | | | | | 35 | Possible grants to cover |
| Squad Truck Replacement | | 60 | | | | | | | | | | 60 | Replaces 2011 F350 vehicle |
| Power Cot/Lift system for A-1 | 55 | | | | | | | | | | | 55 | A-1 & A-2 will be interchangeable |
| Marine | | | | | | | | | | | | | |
| Patrol Boat Replacement | | | | | | 600 | | | | | | 600 | Building future reserve (fee increase in '19) |
| Outboard Replacements | | 20 | | 25 | | | 70 | 25 | | | | 70 | MH2: F20, F24, F28. MH3: F22 (75% reimbursement) |
| Vehicle Replacement | | | | | | | | | 55 | | | 125 | F27: replace 2 F250's, F30: HM vehicle |
| Channel Markers Replacement Crane | | | | | | | | 25 | | | | 25 | Barge Crane Replacement |
| Sippican School | | | | | | | | | | | | | |
| VCT Floor Tile Replacement | 25 | | | | | | | | | | | 25 | Final phase of floor replacement |
| Upgrade phone system | 52 | | | | | | | | | | | 52 | Replace outdated 20+ yr old analog phones |
| Playground resurface | | 36 | | | | | | | | | | 36 | |
| Chiller | | | 32 | | | | | | | | | 32 | Refurbish chiller compressors |
| HVAC System Upgrade | | | | 38 | | | | | | | | 38 | Update & recommission |
| Roof Top Unit Phased Overhaul | | | | | 46 | 46 | 46 | | | | | 138 | Update & recommission |
| Phased Roof Section Replacement | | | | | | | | 60 | 60 | 60 | | 180 | Will be 27 years old |
| ORR School | | | | | | | | | | | | | |
| Track Rehab | 92 | | | | | | | | | | | 92 | Marion's portion (27%) |
| Phone Upgrade | 27 | | | | | | | | | | | 27 | Marion's portion (27%) |
| VCT Floor Tile Replacement | | | | 12 | | 12 | 12 | 12 | 12 | 12 | | 72 | Marion's portion (27%) |
| Auditorium Rigging (staging, catwalks, fire curtains) | | | 86 | | | | | | | | | 86 | Marion's portion (27%) |
| Tech Ed Room Upgrade | | 30 | | | | | | | | | | 30 | Marion's portion (27%) |
| Gym Floor Replacement | | | | 15 | | | | | | | | 15 | Marion's portion (27%) |
| Phased Furniture Replacement | | | | | 7 | 7 | 7 | 7 | 7 | 7 | | 42 | Marion's portion (27%) |
| Tennis Court Rehab | | | | | 18 | | | | | | | 18 | Marion's portion (27%) |
| Upper Cape | | | | | | | | | | | | 0 | No information currently available |
| Recreation | | | | | | | | | | | | | |
| Lawnmowers | | | | | | | | | 30 | | | 30 | Replacement mowers for ball fields |
| Utility Truck | 36 | | | | | | | | | | | 36 | Replaces 2002 truck |

| Attachment #2 | Capital Improvements Planning Committee 10 Year Plan FY 21 to FY 30 | | | | | | | | | | | | |
|------------------------------------|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------------------|------------------|--|
| | FY 2021 (000's) | FY 2022 (000's) | FY 2023 (000's) | FY 2024 (000's) | FY 2025 (000's) | FY 2026 (000's) | FY 2027 (000's) | FY 2028 (000's) | FY 2029 (000's) | FY 2030 (000's) | CIPC Placeholder (000's) | TOTAL (000's) | Comments |
| Council On Aging | | | | | | | | | | | | | |
| Storage Shed | 40 | | | | | | | | | | | 40 | |
| Covered Pavilion | | 15 | | | | | | | | | | 15 | |
| Fire Suppression & Security System | | | 10 | | | | | | | | | 10 | |
| Van | | | | | | 60 | | | | | | 60 | Likely to be paid for by donations/grants |
| Building Dept | 25 | | | | | | | | | | | 25 | On-line Permitting Software-Possible Grant |
| Total | 2,346 | 9,494 | 5,555 | 7,554 | 11,132 | 8,092 | 8,961 | 322 | 376 | 339 | 11,343 | 65,513 | |

Annual Capital Request Form (for projects starting in FY'21)

Department: Highway Item/Project: Hydrant Replacement May 2020

Description of project/item:

Replacement of out-of-service fire hydrants throughout town (Remove & Replace)

List of current out-of-service hydrants attached

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | | |
|---------------|----------|---------|----------|--------|--|---------|--|---------|--|
| FY 2021 | \$50,000 | FY 2023 | \$50,000 | FY2025 | | FY 2027 | | FY 2029 | |
| FY 2022 | \$50,000 | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 | |

2. Funding Source(s): ☒ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund
☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☒ Regulatory (Federal, State, Local) ☒ Local

Describe the Consent Decree, Court Order or Regulation:

The town must adhere to both federal and local regulations on hydrant spacing.

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

Properly working hydrants are necessary for fire protection throughout town.

5. Is Project/Item: ☒ Replacement for item no longer functional ☐ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: Property insurance rates are affected by the spacing of fire hydrants and structures that are not within a designated range of a hydrant will see increased rates.

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: Sewer

Item/Project: Creek Road Station Replacement

May 2020

Description of project/item:

Creek Road Lift Station planning & design work for station replacement

A) Survey

B) Geotech

C) Design/Implementation Strategy

D) Demolition Planning

E) Identify Grant Categories

F) Review Current Study Documentation: 1. Resiliency 2. Safety (OSHA)

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | | 1 |
|---------------|-------------|---------|--|--------|--|---------|--|---------|---|
| FY 2021 | \$300,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 | |
| FY 2022 | \$3,000,000 | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 | |

2. Funding Source(s): ☒ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☒ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☒ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

OSHA.

Also, Marion WPCF's NPDES Permit includes requirements for properly maintaining the Collection System (aka CMOM - Collections, Management, Operations & Maintenance) [NPDES Permit Part I.C.]

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

Urgent Life Safety - Current station has had multiple safety issues identified.

Station has also been identified as a priority for Coastal Resiliency.

5. Is Project/Item: ☐ Replacement for item no longer functional ☒ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☒ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: No

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: FACILITIES Item/Project: COMMUNITY CENTER Date Submitted: 12/4/19

Description of project/item: GAS FURNACE IN ATTIC WAS SHUT DOWN DUE TO PUBLIC SAFETY AND LIABILITY, FAULTY, UNREPAIRABLE EQUIPMENT WAS FOUND DURING PREVENTATIVE MAINTENANCE CHECK. FOR LIABILITY REASONS, SERVICE COMPANY SHUT THE UNIT DOWN, THE FURNACE SUPPLIES HEAT TO KITCHEN, CONFERENCE ROOM, AND REST ROOMS. SPACE HEATERS ARE BEING USED IN ITS PLACE.

| Project Costs | | | | | | 1. Dept. Priority: <u>1 OF 4</u> (1 highest-10 lowest) | | | |
|---------------|------------------|---------|----|---------|----|---|----|---------|----|
| FY 2021 | \$ <u>23,500</u> | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety: EXISTING FURNACE IS A FIRE HAZARD AND IS BEYOND REPAIR, THE PUBLIC SPACE REQUIRES CONDITIONAL AIR.

5. Is Project/Item : ☒ Replacement for item no longer functional ☐ Current item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10-19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: REDUCED MAINTENANCE COSTS, MORE EFFICIENT UNIT AND CONTROLS, SAFER TO RUN, NEW UNIT WILL ADD COOLING TO SPACES.

Annual Capital Request Form (for projects starting in FY'21)

Department: Sewer

Item/Project: Main Sewer Station Assessment

May 2020

Description of project/item: Upgrades/Modifications

Assess Main Sewer Station to determine needed infrastructure for:

A) Mechanical Equipment, VFD's & Controls

B) Bypass Pump System

C) Inspection of Force Main

| Project Costs | | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|-------------|---------|--|--------|--|--|--|---------|--|
| FY 2021 | \$300,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 | |
| FY 2022 | \$1,000,000 | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 | |

2. Funding Source(s): ☒ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund
☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☒ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

OSHA.

Also, Marion WPCF's NPDES Permit includes requirements for properly maintaining the Collection System (aka CMOM - Collections, Management, Operations & Maintenance) [NPDES Permit Part I.C.]

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

Urgent Life Safety - Current station has had multiple safety issues identified.

Station has also been identified as a priority for Coastal Resiliency.

Bypass System will help prevent Sewer System Overflows (SSOs).

5. Is Project/Item: ☐ Replacement for item no longer functional ☒ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☒ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: No

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: **Water**

Item/Project: **Replacement Generators**

May 2020

Description of project/item:

Replacement Generators

Wolf Island Water Station - to replace existing 1975 emergency trailer generator

Perry Hill Water Station - to replace 1994 emergency generator

Both will be purchased through state bid.

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|------------|---------|--|--------|--|---------|--|---------|
| FY 2021 | \$ 150,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 |

2. Funding Source(s): ☒ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

Generator is necessary to ensure functioning water supply during all power outages

5. Is Project/Item: ☒ Replacement for item no longer functional ☐ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: Highway Item/Project: Phase II DPW Complex May 2020

Description of project/item:

New Department of Public Works Complex on Benson Brook Road

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | | |
|---------------|-------------|---------|--|--------|--|---------|--|---------|--|
| FY 2021 | \$150,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 | |
| FY 2022 | \$1,500,000 | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 | |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☒ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☒ Regulatory (Federal, State, Local) ☒ Local

Describe the Consent Decree, Court Order or Regulation:

The DPW has outgrown the current facility on Mill Street and this complex has deteriorated significantly and is not up to standards required for operations. A new facility is needed so that employees can work efficiently and can store equipment/vehicles inside to protect them from the weather.

4. Public Health or Public Safety Initiative: ☐ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

DPW employees are currently working in this complex that doesn't meet current codes.

5. Is Project/Item: ☒ Replacement for item no longer functional ☐ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☒ Less time to complete work ☒ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: _____

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: **Water** Item/Project: **County Road Interconnection** May 2020

Description of project/item: ****Engineering Cost Only - Split with Wareham****

Emergency water system interconnection with the Wareham Fire District (Water Dept.)

on County Road @ Blackmore Pond Road. This interconnection will need a booster

pump station in order to supply water to the Town of Wareham.

Current Full Estimate = \$685,000 to be split with the Town of Wareham

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|----------|---------|--|--------|--|---------|--|---------|
| FY 2021 | \$34,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 |

2. Funding Source(s): ☒ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

This interconnection would ensure available potable water in emergency situations or water shortages for both residential use and fire protection.

5. Is Project/Item: ☐ Replacement for item no longer functional ☐ Current item is functional but has reduced capability so should be replaced

OR ☒ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: This interconnection will benefit all citizens by having another means of water supply in the event of an emergency.

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: **Sewer**

Item/Project: **I & I Removal Program**

May 2020

Description of project/item:

Annual budgeted amount for Inflow & Infiltration (I & I) mitigation design and construction project in accordance with recommendations from 2016 SSES.

Was a line inside the sewer budget, 6544302-52532, but should be a capital project.

| Project Costs | | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|-----------|---------|-----------|---------|-----------|--|-----------|---------|-----------|
| FY 2021 | \$190,000 | FY 2023 | \$190,000 | FY 2025 | \$190,000 | FY 2027 | \$190,000 | FY 2029 | \$190,000 |
| FY 2022 | \$190,000 | FY 2024 | \$190,000 | FY 2026 | \$190,000 | FY 2028 | \$190,000 | FY 2030 | \$190,000 |

2. Funding Source(s): ☒ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

NPDES Permit and 314 CMR 12.04 (2)

4. Public Health or Public Safety Initiative: ☐ Yes ☒ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item: ☐ Replacement for item no longer functional ☒ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: Ongoing I & I reduction efforts to minimize unnecessary wastewater treatment costs

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: Highway

Item/Project: 2nd Egress - Sippican School

May 2020

Description of project/item:

Construction Costs for 2nd Egress at Sippican School

-Assumption is that the design cost is 10% of the construction cost (design = \$33,400)

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|-----------|---------|--|--------|--|---------|--|---------|
| FY 2021 | \$300,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

Currently there is only one entrance & exit to the backside of Sippican School and the main parking lot. In the event of an emergency there should be a 2nd egress.

5. Is Project/Item: ☐ Replacement for item no longer functional ☐ Current item is functional but has reduced capability so should be replaced

OR ☒ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: _____

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: **Sewer** Item/Project: **Community Center Sewer Improvements May 2020**

Description of project/item:

The Community Center has a history of sewer service blockages. The service has a very poor slope. The installation of an industrial E-One low-pressure pump (and discharge line) would improve the performance & reliability of the building's sewer service.

Work entails the installation of sewer piping and an industrial strength E-One pump.

Installation = \$9,800, Pump & Warranty = \$10,147, Electrical Labor = \$660, 15% Contingency \$3,091

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|----------|---------|--|--------|--|---------|--|---------|
| FY 2021 | \$24,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 |

2. Funding Source(s): ☒ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

The Community Center is a public building used for many large events, some of which have been impacted by failure of the building's sewer system during the event.

5. Is Project/Item: ☒ Replacement for item no longer functional ☒ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☒ Fewer People ☒ Less time to complete work ☒ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10 - 19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: _____

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: FACILITIES Item/Project: SILVER SHELL BEACH Date Submitted: 12/4/19

Description of project/item: REPLACE NORTH AND SOUTH SIDE SHOWERS WITH DOUBLE SHOWER ON SOUTH SIDE OF BUILDING, REPAIR UNEVEN WALKWAY, APPLY SKID RESISTANT EPOXY VAPOUR BARRIER TO APPROXIMATELY 1,750 SQ. FT. OF INTERIOR CONCRETE FLOORS,

| Project Costs | | | | | | 1. Dept. Priority: <u>2 OF 4</u> (1 highest-10 lowest) | | | |
|---------------|------------------|---------|----|---------|----|---|----|---------|----|
| FY 2021 | \$ <u>39,000</u> | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety: THE CONCRETE SHOWER STALLS HAVE DETERIORATED, THE NORTH SIDE SHOWER HAS BEEN REMOVED FOR PUBLIC SAFETY. DURING SUMMER MONTHS, THE CONCRETE FLOORS CONDENSE, CAUSING A SLIP HAZARD FOR OCCUPANTS.

5. Is Project/Item : ☐ Replacement for item no longer functional ☒ Current item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10-19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

PUBLIC SAFETY

Annual Capital Project Request Form (for Projects starting in FY21)

Department: Fire

Item/Project: Lift system and stretcher for A-1

Date Submitted: 9/18/19

Description of project/item: Purchase a power lift system and stretcher for Ambulance 1, this system is required in all new ambulances. It prevents the EMT/Medic from having to lift the stretcher into the truck. This system has been recognized as significantly reducing back injuries caused by the lifting of heavy patients. The purchase of these items will make both ambulances operationally compatible. This will prevent us from having non-compatible equipment issues between the two ambulances preventing down time.

| Project Costs | | | | | | 1. Dept. Priority: _____ (1 highest-10 lowest) | | | |
|---------------|-------|---------|----|---------|----|---|----|---------|----|
| FY 2021 | \$ 55 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund
☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety: Safer lifting of patients from ground into truck. This reduces the risk of dropping a patient and significantly reduces the risk of injury to fire department personnel. Back injuries are common in the fire service and are costly in lost time. We are seeking to increase the safety to the public and EMT/Medics.

5. Is Project/Item : ☐ Replacement for item no longer functional ☐ Current item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Annual Capital Request Form (for projects starting in FY'21)

Department:

Highway

Item/Project:

Side-Arm Mower

May 2020

Description of project/item:

New Side-Arm Mower needed to cut road edges on all public streets/roads, Route 6 and the WWTP lagoons. Unit also comes with a front bucket for loading trucks and snow removal operations. This equipment will be used year-round.

Will be purchased through state bid

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|-----------|---------|--|--------|--|---------|--|---------|
| FY 2021 | \$100,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

If not properly trimmed back in a timely manner, the road edges get very overgrown creating visibility issues and traffic concerns. Will also be used during snow removal operations to keep sidewalks clear and safe for pedestrian traffic.

5. Is Project/Item: ☒ Replacement for item no longer functional ☐ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10 - 19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: Due to the condition of the town's current side-arm mower were renting a machine. A new, town-owned, mower would save money.

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: Police Item/Project: Portable Radio Replacement Date Submitted: 09/10/19

Description of project/item: The department intends to move from analog radio to digital radio. The department currently has 15 portable radios that are digital capable. The purchase of additional radios is needed to replace the remaining radios which are not digital capable.

| Project Costs | | | | | | 1. Dept. Priority: <u>2</u> (1 highest-10 lowest) | | | |
|---------------|-------|---------|----|---------|----|--|----|---------|----|
| FY 2021 | \$ 21 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax Increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety: Digital radio remains much more consistent in sound quality regardless of distance to or from the maximum range. Digital radios far surpass analog radios when it comes to voice quality.

5. Is Project/Item : ☐ Replacement for item no longer functional ☐ Current item Functional, but has reduced capability so should be replaced

OR ☒ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☒ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: **Sewer**

Item/Project: **Fire Station 1 Sewer Improvements**

May 2020

Description of project/item:

Repair/replace 245 feet of sanitary sewer, add cleanouts (eliminate manhole), and improve slope of service. This service runs from Fire Station #1 (50 Spring Street) to the main trunk line in Spring Street.

Street Work \$7,000, 250' of Sewer Pipe \$10,000, Saw Cut Parking Lot \$4,000, Contingency \$4,200

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | | |
|---------------|----------|---------|--|--------|--|---------|--|---------|--|
| FY 2021 | \$25,200 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 | |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 | |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

In addition to the deteriorated condition of the existing manhole making it a source of inflow and infiltration, the condition of the pipe and intrusion of roots into the pipe and manhole have led to numerous backups & issues that have restricted use of the fire station.

5. Is Project/Item: ☐ Replacement for item no longer functional ☒ Current item is functional but has reduced capability so should be replaced

OR ☒ New capability/service that is more effective

Check all that apply to new capability/service: ☒ Fewer People ☒ Less time to complete work ☒ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10 - 19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: Council on Aging Item/Project: Storage Facility Date Submitted: December 11, 2019

Description of project/item: Storage facility at the Benjamin D. Cushing Community Center.

| Project Costs | | | | | | 1. Dept. Priority: _____ (1 highest-10 lowest) | | | |
|---------------|-------------------|---------|----|---------|----|---|----|---------|----|
| FY 2021 | \$40,000.00/ ? | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund

☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☒ Other: TBD

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item : ☐ Replacement for item no longer functional ☐ Current item Functional, but has reduced capability so should be replaced

OR ☒ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: Currently the Recreation Department and Council on Aging rent storage units to house materials that are pertinent to the functioning of their departments. This encompasses, but is not limited to, medical equipment that is loaned out to community members in need and power equipment that is utilized in maintaining recreation fields town wide in addition to the Community Center grounds. The cost of these rentals are \$214.00 a month, \$2,568.00 a year. We have to this date have spent over \$5,000.00 in this area. Both departments house a large amount of their equipment/supplies at Atlantis Drive, with the potential sale of this property we will be left with nowhere to store items for Sippican Band, Town Band, chairs that are utilized for a myriad of town wide events, grave markers, seasonal decorations, etc... Having these items on property would also conserve time in having to secure items for events. There

are two storage sheds that are on the property of the Benjamin D. Cushing Community Center, both are rodent infested and are in a deteriorated condition limiting what we are able to store in them.

\$17,000.00 – Concrete Padding

\$7,500.00 – Electrical

\$15,000.00 - Shed

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

CPRQ 7/29/19

Annual Capital Project Request Form (for Projects starting in FY21)

Department: School Item/Project: Phone System Upgrade Date Submitted: 9/11/19

Description of project/item:

Upgrade 21 year old analog phone system to digital ip over voice

| Project Costs | | | | | | 1. Dept. Priority: <u>1</u> (1 highest-10 lowest) | | | |
|---------------|----------|---------|----|---------|----|--|----|---------|----|
| FY 2021 | \$52,000 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Future Grant ☒ Other: CAPITAL

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☒ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item : ☐ Replacement for item no longer functional ☒ Current item functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Replace out dated analog phone system with digital over voice

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: School/ORR Item/Project: Track Rehab Date Submitted: 9/11/19

Description of project/item:

Rehab existing track.

| Project Costs | | | | | | 1. Dept. Priority: <u> / </u> (1 highest-10 lowest) | | | |
|---------------|----------|---------|----|---------|----|--|----|---------|----|
| FY 2021 | \$92,000 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☒ Other: CAPITAL

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☒ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item : ☐ Replacement for item no longer functional ☒ Current item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Rehab existing 20 year old track. If completed in FY21 the chance of not having to replace the asphalt base is good.

If we keep postponing the rehab the cost will certainly rise and it will become a safety issue on continue use.

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department: **HIGHWAY / FACILITIES**

May 2020

Description of project/item:

New Bucket Truck needed to replace out-of-service bucket truck. Used for daily operations of the Department of Public Works and the Facilities Department.

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | |
|---------------|-----------|---------|--|--------|--|---------|--|---------|
| FY 2021 | \$154,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

This truck is necessary for tree trimming, traffic signs repair/replacement, street light repairs and is also used by the Facilities Department.

5. Is Project/Item: ☒ Replacement for item no longer functional ☐ Current item is functional but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10 - 19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Request Form (for projects starting in FY'21)

Department:

Highway

Item/Project:

6-Wheel Dump Truck

May 2020

Description of project/item:

New 6-Wheel Dump Truck with sander and snow plow for use of the Highway Division
for hauling and all road sanding and snow removal operations

Will be replacing 1999 Mack which is beyond its useful life

| Project Costs | | | | | 1. Dept. Priority (1 highest - 10 lowest) | | | | |
|---------------|-----------|---------|--|--------|--|---------|--|---------|--|
| FY 2021 | \$190,000 | FY 2023 | | FY2025 | | FY 2027 | | FY 2029 | |
| FY 2022 | | FY 2024 | | FY2026 | | FY 2028 | | FY 2030 | |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund

☐ Debt (Financing, Tax Increase, Override) ☐ Emergency Services ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Local

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety:

This truck is necessary for all street sanding and snow removal operations to keep roads
passable and safe and is also used during jobs requiring the hauling of material.

5. Is Project/Item: ☒ Replacement for item no longer functional ☐ Current item is functional but has reduced capability
so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer People ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10 - 19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other)
and/or does it align with Town's recent Master Plan priorities?

Explanation:

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: Building Department **Item/Project:** Online Permitting **Date Submitted:** 9/5/2019

Description of project/Item: Online permitting to streamline the permitting process. Offers 24/7 service to customers. Improves accuracy of data and permits. Creates and tracks reports of ongoing zoning and building issues which includes required annual inspections on certain buildings.

| Project Costs | | | | | | 1. Dept. Priority: _____ (1 highest-10 lowest) | | | |
|---------------|----------|---------|----|---------|----|---|----|---------|----|
| FY 2021 | \$25,000 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: Yes ☒ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item : ☐ Replacement for item no longer functional ☐ Current item Functional, but has reduced capability so should be replaced

OR ☒ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☒ Less time to complete work ☒ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Reduces the need and costs for paper products. Reduces storage needs. Allows the contractors access to view the status of the permit and schedule inspection directly. Reduces administrative assistant time spent on inputting information, time can be spent doing other aspects of the job. Public has access to certain information regarding building department permits that were issued.

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: School Item/Project: VCT Flooring Date Submitted: 9/11/19

Description of project/item:

Replace VCT flooring

| Project Costs | | | | | | 1. Dept. Priority: <u>2</u> (1 highest-10 lowest) | | | |
|---------------|----------|---------|----|---------|----|--|----|---------|----|
| FY 2021 | \$25,000 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☒ Other: CAPITAL

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☒ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item : ☒ Replacement for item no longer functional ☐ Current item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Continuation of our Phase replacement of the VCT flooring at Slippican School.

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.

Annual Capital Project Request Form (for Projects starting in FY21)

Department: School/ORR Item/Project: Phone System Upgrade Date Submitted: 9/11/19

Description of project/item:

Upgrade 21 year old analog phone system to digital ip over voice

| Project Costs | | | | | | 1. Dept. Priority: <u>2</u> (1 highest-10 lowest) | | | |
|---------------|----------|---------|----|---------|----|--|----|---------|----|
| FY 2021 | \$27,000 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☐ General Fund

☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☒ Other: CAPITAL

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☒ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item : ☐ Replacement for item no longer functional ☒ Current item functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Replace out dated analog phone system with digital over voice

Annual Capital Project Request Form (for Projects starting in FY21)

Department: Police Item/Project: UPS Battery Replacement & maintenance Date Submitted: 09/11/19

Description of project/item: Replacement of batteries and capacitors in the station's UPS. Battery life is approximately 5 years.

| Project Costs | | | | | | 1. Dept. Priority: <u>1</u> (1 highest-10 lowest) | | | |
|---------------|-------|---------|----|---------|----|--|----|---------|----|
| FY 2021 | \$ 11 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund

☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☒ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety: The UPS will run the station's critical infrastructure such as computers, emergency lights, telephones and radios during a power outage while the generator is starting. In the event that the generator fails, the UPS will run the critical functions for 4-5 hours. This unlikely event did occur in June 2019.

5. Is Project/Item : ☐ Replacement for item no longer functional ☒ Current Item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☒ less than 10 years ☐ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.
CPRQ 7/29/19

Annual Capital Project Request Form (for Projects starting in FY21)

Department: Recreation **Item/Project:** Replace 2002 Utility Truck **Date Submitted:** October 1, 2019

Description of project/item: To replace a 2002 Ford F350. This truck is a key component of the day to day operations of the Recreation Department.

| Project Costs | | | | | | 1. Dept. Priority: <u> 1 </u> (1 highest-10 lowest) | | | |
|---------------|-----------|---------|----|---------|----|--|----|---------|----|
| FY 2021 | \$ 35,851 | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax Increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☐ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☐ Not Applicable

Explain the benefit to Public Health or Public Safety: N/A

5. Is Project/Item : ☒ Replacement for item no longer functional ☒ Current item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$_____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☐ 10-19 years ☒ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation:

Expand number of pages & include documentation as necessary for a complete description, explanation or comment.
 CPRQ 7/29/19

Annual Capital Project Request Form (for Projects starting in FY21)

Department: FACILITIES Item/Project: 2020 P.D. TRUCK Date Submitted: 12/4/19

Description of project/item:

SEB ATTACHED

| Project Costs | | | | | | 1. Dept. Priority: <u>3 OF 4</u> (1 highest-10 lowest) | | | |
|---------------|-----------------|---------|----|---------|----|---|----|---------|----|
| FY 2021 | <u>\$35,000</u> | FY 2023 | \$ | FY 2025 | \$ | FY 2027 | \$ | FY 2029 | \$ |
| FY 2022 | \$ | FY 2024 | \$ | FY 2026 | \$ | FY 2028 | \$ | FY 2030 | \$ |

2. Funding Source(s): ☐ Enterprise: Waterways, Sewer, Water ☐ Chapter 90 ☒ General Fund
☐ Debt (Financing, Tax increase, Override) ☐ Future Grant ☐ Other: _____

3. Compliance: ☐ Consent Decree or Court Order ☐ Regulatory (Federal, State, Local) ☒ Not Applicable

Describe the Consent Decree, Court Order or Regulation:

4. Public Health or Public Safety Initiative: ☐ Yes ☒ Not Applicable

Explain the benefit to Public Health or Public Safety:

5. Is Project/Item : ☐ Replacement for item no longer functional ☒ Current item Functional, but has reduced capability so should be replaced

OR ☐ New capability/service that is more effective

Check all that apply to new capability/service: ☐ Fewer people ☐ Less time to complete work ☐ Better quality work

If new capability or service, Savings: \$ _____ Payback: _____ months or years

6. Project/Item Useful Life: ☐ less than 10 years ☒ 10-19 years ☐ 20 years or more

7. Are there additional benefits to the citizens of the Town (academic, recreation, senior citizens, other) and/or does it align with Town's recent Master Plan priorities?

Explanation: A NEW TRUCK WILL ELIMINATE EXCESSIVE REPAIR COSTS AND HOURS.